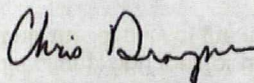


Site Name: Albany Pesticide ER	Site Contact: Bonnie Pope (GAEPD)	Telephone: 229-759-6468												
Location: GA Hwy 195 and Carter Place Road, Albany GA	Client Contact: EPA	Telephone:												
EPA ID No.	Prepared By: Wendy Robinson	Date Prepared: 05/31/2013												
Project No.	Dates of Activities: 05/31/2013 to TBD (HASP is not valid for periods longer than 12 months)	Emergency Response <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No												
Objectives: <ul style="list-style-type: none"> Conduct site assessment activities Provide written and photographic documentation Conduct field screening and air monitoring for pesticides, as needed. 														
Site Type: <i>Check as many as applicable.</i> <table style="width: 100%; margin-top: 10px;"> <tr> <td><input checked="" type="checkbox"/> Active</td> <td><input checked="" type="checkbox"/> Landfill</td> <td><input type="checkbox"/> Inner-City</td> </tr> <tr> <td><input type="checkbox"/> Inactive</td> <td><input type="checkbox"/> Railroad</td> <td><input checked="" type="checkbox"/> Rural</td> </tr> <tr> <td><input type="checkbox"/> Secured</td> <td><input type="checkbox"/> Residential</td> <td><input type="checkbox"/> Remote</td> </tr> <tr> <td><input checked="" type="checkbox"/> Unsecured</td> <td><input type="checkbox"/> Industrial</td> <td><input type="checkbox"/> Other (<i>specify</i>)</td> </tr> </table>			<input checked="" type="checkbox"/> Active	<input checked="" type="checkbox"/> Landfill	<input type="checkbox"/> Inner-City	<input type="checkbox"/> Inactive	<input type="checkbox"/> Railroad	<input checked="" type="checkbox"/> Rural	<input type="checkbox"/> Secured	<input type="checkbox"/> Residential	<input type="checkbox"/> Remote	<input checked="" type="checkbox"/> Unsecured	<input type="checkbox"/> Industrial	<input type="checkbox"/> Other (<i>specify</i>)
<input checked="" type="checkbox"/> Active	<input checked="" type="checkbox"/> Landfill	<input type="checkbox"/> Inner-City												
<input type="checkbox"/> Inactive	<input type="checkbox"/> Railroad	<input checked="" type="checkbox"/> Rural												
<input type="checkbox"/> Secured	<input type="checkbox"/> Residential	<input type="checkbox"/> Remote												
<input checked="" type="checkbox"/> Unsecured	<input type="checkbox"/> Industrial	<input type="checkbox"/> Other (<i>specify</i>)												
Project Scope of Work and Site Background <p>From NRC Report: CALLER STATED THAT CODE ENFORCEMENT NOTIFIED THAT THERE WAS AN OPEN DUMP ON A PROPERTY. WHILE INVESTIGATING THEY FOUND SOLID WASTE AND ISSUED A NOTICE OF VIOLATION. THERE ARE PILES OF VARIOUS PESTICIDES ON THE PROPERTY IN CONTAINERS. THE DEPARTMENT OF AGRICULTURE STATED THAT THEY HAVE NEVER SEEN AN INCIDENT SO BAD BEFORE. THEY FOUND A STORAGE ROOM ON THE PROPERTY THAT CONTAINED REGISTERED RESTRICTED USE PESTICIDES AS WELL. THERE IS A WELL 50 FEET OR LESS AWAY AND THERE IS ALSO A STREAM NEARBY. THE STORAGE CONTAINERS ARE VERY FRAGILE AND THEY EASILY BREAK. THEY HAVE LOTS OF PICTURES OF THE INCIDENT. SOME OF THE PESTICIDES ON THE PROPERTY ARE AS FOLLOWS: GUTHION, BUTYRAC, DIMILIN, LIBERTY, FLEXSTAR, ECO 720, TOLEDO, AND PETRO.</p>														
Health and Safety Approver Comments or Additional Instructions: <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="width: 60%;"> Health and Safety Plan Approver Signature:  </div> <div style="width: 35%; text-align: right;"> Date: APPROVED <i>By chris.draper at 10:17 pm, May 31, 2013</i> </div> </div>														

Note: A minimum of two persons with appropriate training and medical surveillance must be on site for any fieldwork subject to Level 2 HASP requirements.

Note: A detailed site sketch or figure may be included on Page 10 of 12.



U.S. EPA REGION IV

SDMS

POOR LEGIBILITY

PORTIONS OF THIS DOCUMENT MAY BE
DIFFICULT TO VIEW DUE TO THE QUALITY OF
THE ORIGINAL.

TO MAKE THE DOCUMENT READABLE, TRY
ONE OR MORE OF THE FOLLOWING:

From the Displays Settings in Windows Control Panel:

1. Set the Color Quality to the highest available: 24 bit or 36 bit.
2. Increase or decrease the Screen resolution.

From the Monitor/Display Controls:

1. For dark image page, increase the brightness and decrease the contrast.
2. For light image page, decrease the brightness and increase the contrast.

**** PLEASE CONTACT THE APPROPRIATE RECORDS CENTER TO VIEW THE MATERIAL****

Initial Isolation and Protective Action Distances (for emergency response operations only): Use the 2008 Emergency Response Guidebook (ERG) as appropriate

Initial Isolation Distance: This zone should extend in all directions; 660 feet for unknown hazards and 0.5 mile for tanker truck or rail car incidents.

NOTE: Keep a maximum distance away for unknown sites until the identity of the materials is determined.

Subsequent Isolation and Protection Action Zones Based on Air Monitoring Results:

NOTE: Distance at sites with unknown hazards should be increased, if necessary, based on air monitoring results.

Wind Speed and Direction (Approach from upwind)		Temperature (°F)	Relative Humidity (%)	Probability of Precipitation (%)	Weather Forecast (such as partly cloudy, snow, etc.)
Speed (mph): 14	From Direction: SE	91	50	20	Partly cloudy

On-Site Supplies: ☒ First Aid Kit ☒ Fire Extinguisher ☒ Air Horn ☐ Oral Thermometer ☐ Noise Dosimeter

Known or Anticipated Site Hazards or Concerns: (Hazards covered by existing Safe Work Practices are listed on the next page)

<input type="checkbox"/> Work on active roadway	<input checked="" type="checkbox"/> Overhead utilities	<input type="checkbox"/> Energized electrical systems
<input type="checkbox"/> Onsite laboratory	<input type="checkbox"/> Buried Utilities	<input type="checkbox"/> Portable hand tool use
<input checked="" type="checkbox"/> Explosion or fire hazard	<input checked="" type="checkbox"/> Surface or underground storage tanks	<input type="checkbox"/> Portable electrical tool use
<input type="checkbox"/> Oxygen deficiency	<input checked="" type="checkbox"/> General slips, trips, falls	<input type="checkbox"/> Machine guarding
<input checked="" type="checkbox"/> Unknown or poorly characterized chemical hazards	<input type="checkbox"/> Uneven, muddy, rugged terrain	<input checked="" type="checkbox"/> Portable fire extinguisher use
<input checked="" type="checkbox"/> Inorganic chemicals	<input type="checkbox"/> Lift (man lift, cherry picker) use	<input checked="" type="checkbox"/> Driving commercial vehicles
<input checked="" type="checkbox"/> Organic chemicals	<input type="checkbox"/> Industrial truck (forklift) use	<input type="checkbox"/> Driving personal vehicles
<input type="checkbox"/> Chemical warfare materiel	<input type="checkbox"/> Wood or metal ladder use	<input type="checkbox"/> Scientific diving operations
<input type="checkbox"/> Compressed Gas Cylinders	<input type="checkbox"/> Dangerous goods shipped by air	<input type="checkbox"/> Injury and Illness Prevention Program (California only)
<input type="checkbox"/> Asbestos	<input type="checkbox"/> Elevated work (over 6' high)	<input type="checkbox"/> Ergonomics (California only)
<input type="checkbox"/> Respirable particulates	<input type="checkbox"/> Heavy equipment use or operation	<input type="checkbox"/> Work in strip or shaft mines
<input type="checkbox"/> Respirable silica	<input type="checkbox"/> Construction work	<input type="checkbox"/> Client-specific safety requirements (attach to HASP)
<input type="checkbox"/> Blasting and explosives	<input type="checkbox"/> Excavation or trenching	<input type="checkbox"/> ATV use
<input type="checkbox"/> Non-ionizing radiation (lasers, radiofrequencies, UV)	<input type="checkbox"/> Benching, shoring, bracing	<input type="checkbox"/> Methamphetamine lab
<input type="checkbox"/> Ionizing radiation (alpha, beta, gamma, etc.)	<input type="checkbox"/> Scaffold use	<input type="checkbox"/> Working over or near water
<input checked="" type="checkbox"/> Heat stress	<input type="checkbox"/> High noise	<input type="checkbox"/> Mold
<input type="checkbox"/> Cold stress	<input type="checkbox"/> Grinding operations	<input type="checkbox"/> Other (insert)

Explosion or Fire Potential: ☐ High ☐ Medium ☐ Low ☒ Unknown

Chemical Products Tetra Tech EM Inc. Will Use or Store On Site: (Attach a Material Safety Data Sheet [MSDS] for each item.)

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Alconox or Liquinox | <input checked="" type="checkbox"/> Calibration gas (Methane) | <input type="checkbox"/> Hydrogen gas | <input type="checkbox"/> Isopropyl alcohol |
| <input type="checkbox"/> Hydrochloric acid (HCl) | <input checked="" type="checkbox"/> Calibration gas (Isobutylene) | <input type="checkbox"/> Household bleach (NaOCl) | <input checked="" type="checkbox"/> HazCat Kit |
| <input type="checkbox"/> Nitric acid (HNO ₃) | <input type="checkbox"/> Calibration gas (Pentane) | <input type="checkbox"/> Sulfuric acid (H ₂ SO ₄) | <input type="checkbox"/> Mark I Kits (number?) _____ |
| <input type="checkbox"/> Sodium hydroxide (NaOH) | <input checked="" type="checkbox"/> Calibration gas (4-gas mixture) | <input type="checkbox"/> Hexane | <input type="checkbox"/> Other (specify) _____ |

WARNING: Eyewash solution shall be readily available on ALL projects where corrosives (acids or bases) are used, including sample preservatives

Applicable Safety Programs and Safe Work Practices (SWP). Attach to HASP:

- | | |
|-------------------------------------|---|
| <input type="checkbox"/> | DCN 4-03 Demolition and Decontamination |
| <input type="checkbox"/> | DCN 4-05 Trenching and Excavation Safety |
| <input type="checkbox"/> | DCN 4-08 Asbestos Protection Program |
| <input type="checkbox"/> | DCN 4-09 Haulage and Earth Moving |
| <input type="checkbox"/> | DCN 4-10 Lead Protection Program |
| <input checked="" type="checkbox"/> | SWP DCN 5-01 General Safe Work Practices |
| <input checked="" type="checkbox"/> | SWP DCN 5-02 General Safe Work Practices HAZWOPER |
| <input type="checkbox"/> | SWP DCN 5-03 Safe Work Practices for Office Employees |
| <input type="checkbox"/> | SWP DCN 5-04 Safe Drilling Practices |
| <input type="checkbox"/> | SWP DCN 5-05 Safe Direct Push (GeoProbe) Practices |
| <input type="checkbox"/> | SWP DCN 5-06 Working Over or Near Water |
| <input type="checkbox"/> | SWP DCN 5-07 Use of Heavy Equipment |
| <input type="checkbox"/> | SWP DCN 5-08 Special Site Hazards (Firearms, Remote Sites, Mines, aircraft, etc.) |
| <input type="checkbox"/> | SWP DCN 5-09 Safe Electrical Work Practices |
| <input type="checkbox"/> | SWP DCN 5-10 Fall Protection Practices |
| <input type="checkbox"/> | SWP DCN 5-11 Portable Ladder Safety |
| <input checked="" type="checkbox"/> | SWP DCN 5-12 Drum and Container Handling Practices |
| <input checked="" type="checkbox"/> | SWP DCN 5-13 Flammable Hazards and Ignition Sources |
| <input checked="" type="checkbox"/> | SWP DCN 5-14 Spill and Discharge Control Practices |
| <input checked="" type="checkbox"/> | SWP DCN 5-15 Heat Stress |
| <input type="checkbox"/> | SWP DCN 5-16 Cold Stress |
| <input checked="" type="checkbox"/> | SWP DCN 5-17 Biohazards |
| <input type="checkbox"/> | SWP DCN 5-18 Underground Storage Tank Removal Practices |
| <input checked="" type="checkbox"/> | SWP DCN 5-19 Safe Lifting Procedures |
| <input type="checkbox"/> | SWP DCN 5-22 Hydrographic Data Collection |
| <input type="checkbox"/> | SWP DCN 5-23 Permit-Required Confined Space Entry Practices |
| <input type="checkbox"/> | SWP DCN 5-24 Non-Permit-Required Confined Space Entry Practices |
| <input checked="" type="checkbox"/> | SWP DCN 5-26 Prevention of Sun Exposure |
| <input checked="" type="checkbox"/> | SWP DCN 5-27 Respirator Cleaning Practices |
| <input checked="" type="checkbox"/> | SWP DCN 5-28 Safe Use Practices for Use of Respirators |
| <input checked="" type="checkbox"/> | SWP DCN 5-29 Respirator Qualitative Fit Testing Procedures |
| <input type="checkbox"/> | SWP DCN 5-30 Laboratory Soil Testing Safe Work Practices |

Tasks Performed At Job Site that are NOT Covered by SWPs

NOTE: Many AHA's can be found on the Health & Safety intranet site at:
<http://home.ttemi.com/C18/Activity%20Hazard%20Analysis%20Docum/default.aspx>

Attach Activity Hazard Analysis (AHA) for each non-covered task

- | | |
|--------------------------|--------------------|
| <input type="checkbox"/> | (non-covered task) |
| <input type="checkbox"/> | (non-covered task) |
| <input type="checkbox"/> | (non-covered task) |
| <input type="checkbox"/> | (non-covered task) |
| <input type="checkbox"/> | (non-covered task) |

Tetra Tech Employee Training and Medical Requirements:
Basic Training and Medical

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Initial 40 Hour Training |
| <input checked="" type="checkbox"/> | 8-Hour Supervisor Training (one-time) |
| <input checked="" type="checkbox"/> | Current 8-Hour Refresher Training |
| <input checked="" type="checkbox"/> | Current Medical Clearance (including respirator use) |
| <input checked="" type="checkbox"/> | Current First Aid Training |
| <input checked="" type="checkbox"/> | Current CPR Training |
| <input checked="" type="checkbox"/> | Current Respirator Fit-Test |

Other Specific Training and Medical Surveillance Requirements

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Confined Space Training |
| <input type="checkbox"/> | Level A Training |
| <input type="checkbox"/> | Radiation Training |
| <input type="checkbox"/> | OSHA 10-hour Construction Safety Training |
| <input type="checkbox"/> | OSHA 30-hour Construction Safety Training |
| <input type="checkbox"/> | Asbestos Awareness Training |
| <input type="checkbox"/> | Asbestos B-Reader X-Ray |
| <input type="checkbox"/> | Blood Lead Level and ZPP Pre, during and Post-Project |
| <input type="checkbox"/> | Urinary Arsenic Level Pre and Post-Project |
| <input type="checkbox"/> | Other _____ |
| <input type="checkbox"/> | Other _____ |

Materials Present or Suspected at Site	Highest Observed Concentration (specify units and sample medium)	Exposure Limit (specify ppm or mg/m ³)	IDLH Level (specify ppm or mg/m ³)	Primary Hazards of the Material (explosive, flammable, corrosive, toxic, volatile, radioactive, biohazard, oxidizer, or other)	Symptoms and Effects of Acute Exposure	Photoionization Potential (eV)
Guthion (Azinphos-methyl) (pesticide)	Unknown	PEL = 0.2 mg/m ³ REL = 0.2 mg/m ³ TLV = 0.2 mg/m ³ [Skin] Hazard <input checked="" type="checkbox"/>	10 mg/m ³	Tan-powder; sulfur like odor; noncombustible solid	Miosis; ache eyes; blurred vision, lacrimation (discharge of tears), rhinorrhea (discharge of thin nasal mucus); headache; chest tightness, wheezing, laryngeal spasm; salivation; cyanosis; anorexia; nausea, vomiting, diarrhea; sweating; twitching, paralysis, convulsions; low blood pressure, cardiac irreg	unknown
Butyrac (Dimethylamine salt of 4-(2,4-dichlorophenoxy)butyric acid) (pesticide)	Unknown	PEL = 10 mg/m ³ REL = TLV = 10 mg/m ³ [Skin] Hazard <input checked="" type="checkbox"/>	unknown	Clear amber to brown liquid; pungent amine like odor	Corrosive and severe eye irritant with permanent eye injury possible including blindness; harmful if swallowed or absorbed through skin	unknown
Dimilin (diflubenzuron and kaolin) (pesticide)	Unknown	PEL = 15 mg/m ³ REL = 10 mg/m ³ TLV = [Skin] Hazard <input type="checkbox"/>	NA	White to yellow powder; mild musty odor; combustible dust	Toxic by inhalation; mild eye irritant	unknown
Liberty (glufosinate ammonium; sodium alkyl ether sulphate; 1-methoxy-2-propanol; dipropylene glycol; alkyl polysaccharide) (herbicide)	Unknown	PEL = 100 ppm REL = 100 ppm TLV = [Skin] Hazard <input checked="" type="checkbox"/>	NA	Red liquid	Eye irritation; maybe fatal if absorbed through skin; temporary eye injury	unknown
Flexstar (fomsafen sodium salt) (herbicide)	Unknown	PEL = NA REL = 2 mg/m ³ TLV = NA [Skin] Hazard <input checked="" type="checkbox"/>	NA	Light yellow transparent liquid; mild paint-like odor	Eye and skin irritation	unknown
Eco 720 (fungicide)	Unknown	PEL = NA REL = NA TLV = NA [Skin] Hazard <input checked="" type="checkbox"/>	NA	Slurry	Avoid contact with skin and eyes; avoid inhalation	unknown
Toledo (tebuconazole) (fungicide)	Unknown	PEL = NA REL = NA TLV = NA [Skin] Hazard <input checked="" type="checkbox"/>	NA	Off-white viscous liquid; weak odor	Harmful if swallowed, inhaled or absorbed through skin	unknown
		PEL = REL = TLV = [Skin] Hazard <input type="checkbox"/>				

Specify Information Sources: For example: NIOSH Pocket Guide to Hazardous Chemicals, September 2005 and American Conference of Governmental Industrial Hygienists (ACGIH). "Threshold Limit Values and Biological Exposure Indices for 2009."

Note: In the Exposure Limit column, include Ceiling (C) and Short-Term Exposure Limits (STEL) if they are available. Also, use the following short forms and abbreviations to complete the table above.

A = Air
cubic meter
ppm = Part per million

CARC = Carcinogenic
NA = Not available
REL = Recommended exposure limit

eV = Electron volt
NE = None established

U = Unknown
PEL = Permissible exposure limit
S = Soil

IDLH = Immediately dangerous to life or health mg/m³ = Milligram per
TLV = Threshold limit value

Note: If no contingency level of protection is selected, all employees covered under this plan must evacuate the immediate site area if air contaminant levels require upgrading PPE. Level A field work requires a Level 3 HASP. This information is available on the chemical hazards page of this HASP.

Field Activities Covered Under this HASP:

Task Description	Level of Protection ¹		Date of Activities
	Primary	Contingency	
1 Collect written and photographic information	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input checked="" type="checkbox"/> D	<input type="checkbox"/> A <input type="checkbox"/> B <input checked="" type="checkbox"/> C <input type="checkbox"/> D	5/31/2013
2 Conduct site assessment activities	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input checked="" type="checkbox"/> D	<input type="checkbox"/> A <input type="checkbox"/> B <input checked="" type="checkbox"/> C <input type="checkbox"/> D	5/31/2013
3 Conduct field screening/move drums	<input type="checkbox"/> A <input type="checkbox"/> B <input checked="" type="checkbox"/> C <input type="checkbox"/> D	<input type="checkbox"/> A <input checked="" type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D	5/31/2013
4 Conduct air monitoring activities	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input checked="" type="checkbox"/> D	<input type="checkbox"/> A <input type="checkbox"/> B <input checked="" type="checkbox"/> C <input type="checkbox"/> D	5/31/2013
5	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D	

Site Personnel and Responsibilities (include subcontractors):

Employee Name and Office Code / Location	Task(s)	Responsibilities
Didi Fung (AT) (office)	1,2,3,4	<ul style="list-style-type: none"> Project Manager: Manages the overall project, makes site safety coordinator (SSC) aware of pertinent project developments and plans, and maintains communications with client as necessary. Additionally, For projects lasting longer than one consecutive week on-site, the PM is responsible for conducting one field audit using Form AF-1.
Chris Jones (AT) (field)	1,2,3,4	<ul style="list-style-type: none"> Field Team Leader: Directs field activities, makes site safety coordinator (SSC) aware of pertinent project developments and plans, and maintains communications with the Project Manager and the client as necessary
Chris Jones (AT) (field)	1,2,3,4	<ul style="list-style-type: none"> Site Safety Coordinator (SSC): Ensures that appropriate personal protective equipment (PPE) is available, enforces proper use of PPE by on-site personnel and subcontractors; suspends investigative work if personnel are or may be exposed to an immediate health hazard; implements and enforces the HASP; identifies and controls site hazards when possible; communicates site hazards to all personnel; and reports any deviations observed from anticipated conditions described in the health and safety plan to the health and safety representative. Alternate Site Safety Coordinator (if any) Field Personnel: Completes tasks as directed by the project manager, field team leader, and SSC, and follows the HASP and all SWPs and guidelines established in the Tetra Tech, Inc., Health and Safety Manual. Tetra Tech-hired subcontractor personnel on site (a subcontract SSC MUST be identified by name): Completes tasks as outlined in the project scope of work in accordance with the contract. Participates in all Tetra Tech on-site safety meetings and follows all procedures and guidelines established in this HASP, as well as the company health and safety plan and program.

Note:

1. See next page for details on levels of protection

NOTE: Contingency level of protection section should be completed only if the upgraded level of protection is immediately available at the job site. If no contingency level of protection is denoted, all employees covered under this HASP must evacuate the immediate site area if air contaminant levels would require an upgrade of PPE.

Protective Equipment: (Indicate type or material as necessary for each task.)

Task	Primary Level of Protection (A,B,C,D)	PPE Component Description (Primary)	Contingency Level of Protection (A, B, C, D)	PPE Component Description (Contingency)
1	D	Respirator type: Cartridge type (if applicable): CPC material: Glove material(s): Neoprene/Nitrile Boot material: Steel toe Other: safety vest, safety glasses, hard hat	C	Respirator type: full face Cartridge type (if applicable): Particulates/Organic Vapor CPC material: Tyvek Glove material(s): Neoprene/Nitrile Boot material: Steel toe, yellow booties Other: hard hat, safety vest, safety glasses
2	D	Respirator type: Cartridge type (if applicable): CPC material: Glove material(s): Neoprene/Nitrile Boot material: Steel toe Other: safety vest, safety glasses, hard hat	C	Respirator type: full face Cartridge type (if applicable): Particulates/Organic Vapor CPC material: Tyvek Glove material(s): Neoprene/Nitrile Boot material: Steel toe, yellow booties Other: hard hat, safety vest, safety glasses
3	C	Respirator type: full face Cartridge type (if applicable): Particulates/Organic Vapor CPC material: Tyvek Glove material(s): Neoprene/Nitrile Boot material: Steel toe, yellow booties Other: hard hat, safety vest, safety glasses	B	Respirator type: full face with SCBA Cartridge type (if applicable): Particulates/Organic Vapor CPC material: Syranex Glove material(s): Neoprene/Nitrile (double layer) Boot material: Steel toe, yellow booties Other: hard hat, safety vest, safety glasses
4	D	Respirator type: Cartridge type (if applicable): CPC material: Glove material(s): Neoprene/Nitrile Boot material: Steel toe Other: safety vest, safety glasses, hard hat	C	Respirator type: full face Cartridge type (if applicable): Particulates/Organic Vapor CPC material: Tyvek Glove material(s): Neoprene/Nitrile Boot material: Steel toe, yellow booties Other: hard hat, safety vest, safety glasses
5		Respirator type: Cartridge type (if applicable): CPC material: Glove material(s): Boot material: Other:		Respirator type: Cartridge type (if applicable): CPC material: Glove material(s): Boot material: Other:

Respirator Notes:

Respirator cartridges may only be used for a maximum time of 8 hours or one work shift, whichever is less, and must be discarded at that time. For job sites with organic vapors, respirator cartridges may be used as described in this note as long as the concentration is less than 200 parts per million (ppm), the boiling point is greater than 70 °Celsius, and the relative humidity is less than 85 percent. If any of these levels are exceeded, a site-specific respirator cartridge change-out schedule must be developed and included in the HASP using Tetra Tech Form RP-2 (Respiratory Hazard Assessment Form)

Notes:

All levels of protection must include eye, head, and foot protection.

CPC = Chemical protective clothing

Thermoluminescent Dosimeter (TLD) Badges must be worn during all field activities on sites with radiation hazards. TLDs must be worn under CPC.

Monitoring Equipment: All monitoring equipment on site must be calibrated before and after each use and results recorded in the site logbook				
Instrument (Check all required)	Task	Instrument Reading	Action Guideline	Comments
<input checked="" type="checkbox"/> Combustible gas indicator model:	<input type="checkbox"/> 1	0 to 10% LEL	Monitor; evacuate if confined space	
	<input type="checkbox"/> 2			
	<input checked="" type="checkbox"/> 3	10 to 25% LEL	Potential explosion hazard; notify SSC	
	<input type="checkbox"/> 4			
	<input type="checkbox"/> 5	>25% LEL	Explosion hazard; interrupt task; evacuate site; notify SSC	
<input checked="" type="checkbox"/> Oxygen meter model:	<input type="checkbox"/> 1	>23.5% Oxygen	Potential fire hazard; evacuate site	
	<input type="checkbox"/> 2			
	<input checked="" type="checkbox"/> 3	23.5 to 19.5% Oxygen	Oxygen level normal	
	<input type="checkbox"/> 4			
	<input type="checkbox"/> 5	<19.5% Oxygen	Oxygen deficiency; interrupt task; evacuate site; notify SSC	
<input type="checkbox"/> Radiation survey meter model:	<input type="checkbox"/> 1	Normal background	Proceed	Annual exposure not to exceed 1,250 mrem per quarter Background reading must be taken in an area known to be free of radiation sources.
	<input type="checkbox"/> 2			
	<input type="checkbox"/> 3	Two to three times background	Notify SSC	
	<input type="checkbox"/> 4			
	<input type="checkbox"/> 5	>Three times background	Radiological hazard; interrupt task; evacuate site; notify RSO	
<input checked="" type="checkbox"/> Photoionization detector model: <input type="checkbox"/> 11.7 eV <input checked="" type="checkbox"/> 10.6 eV <input type="checkbox"/> 10.2 eV <input type="checkbox"/> 9.8 eV <input type="checkbox"/> Other (specify): _____	<input type="checkbox"/> 1	Any response above background to 5 ppm above background	Level B is recommended Level C ^a may be acceptable	These action levels are for unknown gases or vapors. After the contaminants are identified, action levels should be based on the specific contaminants involved.
	<input type="checkbox"/> 2			
	<input checked="" type="checkbox"/> 3	> 5 to 500 ppm above background	Level B	
	<input type="checkbox"/> 4			
	<input type="checkbox"/> 5	> 500 ppm above background	Level A	
<input type="checkbox"/> Flame ionization detector model:	<input type="checkbox"/> 1	Any response above background to 5 ppm above background	Level B is recommended Level C ^a may be acceptable	These action levels are for unknown gases or vapors. After the contaminants are identified, action levels should be based on the specific contaminants involved.
	<input type="checkbox"/> 2			
	<input type="checkbox"/> 3	>5 to 500 ppm above background	Level B	
	<input type="checkbox"/> 4			
	<input type="checkbox"/> 5	>500 above background	Level A	
<input type="checkbox"/> Detector tube models:	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5	Specify: < 1/2 the PEL > 1/2 the PEL	Specify:	The action level for upgrading the level of protection is one-half of the contaminant's PEL. If the PEL is reached, evacuate the site and notify a safety specialist
<input type="checkbox"/> Other (specify):	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5	Specify:	Specify:	

Notes:

eV= electron volt




LEL=Lower explosive limit

mrem=Millirem

PEL=Permissible exposure limit

ppm=Part per million

a. Level B is required when chemical hazards are present, but are uncharacterized. Level C may be acceptable for certain tasks in some situations. If you are uncertain, consult your RSO.

Project-Specific Industrial Hygiene Requirements	Emergency Contacts: Telephone No.																																				
OSHA-Regulated Chemicals*: <i>Check any present on the job site in any medium (air, water, soil)</i> <input checked="" type="checkbox"/> No chemicals below are located on the job site <input type="checkbox"/> Friable Asbestos <input type="checkbox"/> Silica, crystalline <input type="checkbox"/> alpha-Naphthylamine <input type="checkbox"/> Methyl chloromethyl ether <input type="checkbox"/> 3,3'-Dichlorobenzidine (and its salts) <input type="checkbox"/> bis-Chloromethyl ether <input type="checkbox"/> beta-Naphthylamine <input type="checkbox"/> Benzidine <input type="checkbox"/> 4-Aminodiphenyl <input type="checkbox"/> Ethyleneimine <input type="checkbox"/> beta-Propiolactone <input type="checkbox"/> 2-Acetylaminofluorene <input type="checkbox"/> 4-Dimethylaminoazobenzene <input type="checkbox"/> N-nitrosomethylamine <input type="checkbox"/> Vinyl chloride <input type="checkbox"/> Inorganic arsenic <input type="checkbox"/> Lead <input type="checkbox"/> Chromium (VI) <input type="checkbox"/> Cadmium <input type="checkbox"/> Benzene <input type="checkbox"/> Coke oven emissions <input type="checkbox"/> 1,2-Dibromo-3-chloropropane <input type="checkbox"/> Acrylonitrile <input type="checkbox"/> Ethylene oxide <input type="checkbox"/> Formaldehyde <input type="checkbox"/> Methylenedianiline <input type="checkbox"/> 1,3-Butadiene <input type="checkbox"/> Methylene chloride	<div style="margin-bottom: 10px;"> WorkCare and Incident Intervention 888.449.7787, or 800.455.6155 Tetra Tech EMI 24-hour Anonymous Hazard Reporting Line 866.383.8070 U.S. Coast Guard National Response Center 800.424.8802 InfoTrac 800.535.5053 Poison Control 800.222.1222 Fire department 911 or Fill in Police department 911 or Fill in </div> <div style="margin-bottom: 10px;"> Personnel Call-Down List: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">Job Title or Position:</th> <th style="width: 30%;">Name</th> <th style="width: 30%;">Cell Phone:</th> </tr> </thead> <tbody> <tr> <td>Regional Safety Officer</td> <td></td> <td></td> </tr> <tr> <td>Project Manager:</td> <td></td> <td></td> </tr> <tr> <td>Field Team Leader:</td> <td></td> <td></td> </tr> <tr> <td>Site Safety Coordinator (SSC):</td> <td></td> <td></td> </tr> <tr> <td>Subcontractor SSC:</td> <td></td> <td></td> </tr> </tbody> </table> </div> <div> Medical and Site Emergencies: <p>Signal a site or medical emergency with three blasts of a loud horn (car horn, fog horn, or similar device). Site personnel should evacuate to the area of safe refuge designated on the site map.</p> <p>Hospital Name: Phoebe Putney Memorial Hospital Address: 417 West Third Street Albany, GA 31701</p> <p>General Phone: 229-312-1000 Emergency Phone: 911 Ambulance Phone: 911</p> <p>Hospital called to verify emergency services are offered? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>Step-by-step Route to Hospital: (see Page 11 of 12 for route map)</p> <table style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 80%;">1. Head north toward State Route 195 About 2 mins</td> <td style="width: 20%; text-align: right;">go 0.9 mi total 0.9 mi</td> </tr> <tr> <td>195 2. Turn right onto State Route 195 About 7 mins</td> <td style="text-align: right;">go 5.7 mi total 6.6 mi</td> </tr> <tr> <td>32 3. Turn right onto GA-32 W About 57 secs</td> <td style="text-align: right;">go 190 ft total 6.7 mi</td> </tr> <tr> <td>3 4. Turn left onto GA-3 S/GA-32 W/US-19 S Continue to follow GA-3 S/US-19 S About 12 mins</td> <td style="text-align: right;">go 8.0 mi total 14.7 mi</td> </tr> <tr> <td>520 5. Merge onto GA-520 E/US-19 S/US-42 E via the ramp to Georgia 3 S About 2 mins</td> <td style="text-align: right;">go 1.5 mi total 16.3 mi</td> </tr> <tr> <td>6. Take exit 5 for Georgia 31/Georgia 133/Jefferson St toward Downtown</td> <td style="text-align: right;">go 0.2 mi total 16.5 mi</td> </tr> <tr> <td>7. Turn right onto N Jefferson St About 2 mins</td> <td style="text-align: right;">go 1.1 mi total 17.6 mi</td> </tr> <tr> <td>8. Turn right onto W 3rd Ave</td> <td style="text-align: right;">go 0.1 mi total 17.7 mi</td> </tr> <tr> <td colspan="2">  Phoebe Putney Memorial Hospital 417 3rd Ave W, Albany, GA 31701 </td> </tr> </tbody> </table> </div>	Job Title or Position:	Name	Cell Phone:	Regional Safety Officer			Project Manager:			Field Team Leader:			Site Safety Coordinator (SSC):			Subcontractor SSC:			1. 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* NOTE: Many states, including California and New Jersey, have chemical-specific worker protection requirements and standards for many chemicals and known or suspected carcinogens.

Note: This page must be posted on site.

Decontamination Procedures		Emergency Response Planning
<p>The site safety coordinator oversees implementation of project decontamination procedures and is responsible for ensuring they are effective.</p>		<p>During the pre-work briefing and daily tailgate safety meetings, all on-site employees will be trained in the provisions of emergency response planning, site communication systems, and site evacuation routes.</p>
<p>Personnel Decontamination</p> <p>Level D Decon - <input type="checkbox"/> Wet <input checked="" type="checkbox"/> Dry</p> <p>Level C Decon - <input type="checkbox"/> Wet <input checked="" type="checkbox"/> Dry</p> <p>Level B Decon – Briefly outline the level B decontamination methods to be used on a separate page attached to this HASP.</p> <p>Level A Decon – A Level 3 HASP is required. Notify your regional health and safety representative and health and safety director.</p>	<p>Decontamination Equipment</p> <p><input type="checkbox"/> Washtubs</p> <p><input type="checkbox"/> Buckets</p> <p><input type="checkbox"/> Scrub brushes</p> <p><input type="checkbox"/> Pressurized sprayer</p> <p><input type="checkbox"/> Detergent [Type]</p> <p><input type="checkbox"/> Solvent [Type]</p> <p><input type="checkbox"/> Household bleach solution</p> <p>Concentration/Dilution: _____</p> <p><input type="checkbox"/> Deionized water</p> <p><input type="checkbox"/> Disposable sanitizer wipes</p> <p><input type="checkbox"/> Facemask sanitizer powder</p> <p><input type="checkbox"/> Wire brush</p> <p><input type="checkbox"/> Spray bottle</p> <p><input type="checkbox"/> Tubs / pools</p> <p><input type="checkbox"/> Banner/barrier tape</p> <p><input type="checkbox"/> Plastic sheeting</p> <p><input type="checkbox"/> Tarps and poles</p> <p><input checked="" type="checkbox"/> Trash bags</p> <p><input type="checkbox"/> Trash cans</p> <p><input type="checkbox"/> Duct tape</p> <p><input checked="" type="checkbox"/> Paper towels</p> <p><input type="checkbox"/> Folding chairs</p> <p><input type="checkbox"/> Other</p>	<p>In the event of an emergency that necessitates evacuation of a work task area or the site, the following procedures will take place.</p> <ul style="list-style-type: none"> The Tetra Tech SSC will contact all nearby personnel using the on-site communications to advise the personnel of the emergency. The personnel will proceed along site roads to a safe distance upwind from the hazard source. The personnel will remain in that area until the SSC or an authorized individual provides further instructions. <p>In the event of a severe spill or a leak, site personnel will follow the procedures listed below.</p> <ul style="list-style-type: none"> Evacuate the affected area and relocate personnel to an upwind location. Inform the Tetra Tech SSC, a Tetra Tech office, and a site representative immediately. Locate the source of the spill or leak, and stop the flow if it is safe to do so. Begin containment and recovery of spilled or leaked materials. Notify appropriate local, state, and federal agencies. <p>In the event of severe weather, site personnel will follow the procedures listed below.</p> <ul style="list-style-type: none"> Site work shall not be conducted during severe weather, including high winds and lightning. In the event of severe weather, stop work, lower any equipment (drill rigs) and evacuate the affected area. Severe weather may cause heat or cold stress. Refer to SWPs 5-15 and 5-16 for information on both. <p>All work-related incidents must be reported. According to TtEMI's reporting procedures, for non-emergency incidents you should:</p> <ul style="list-style-type: none"> Notify WorkCare and Incident Intervention at 888.449.7787, or 800.455.6155 Notify your Project Manager or Regional Safety Officer (RSO) via phone immediately. Complete a "Tetra Tech Incident Report" (Form IR) within 24 hours and send it to your RSO. If an injury or illness has occurred, the Form IR-A and the WorkCare HIPAA form must be completed at the same time the Form IR is completed.
<p>Equipment Decontamination</p> <p>All tools, equipment, and machinery from the Exclusion Zone (hot) or Contamination Reduction Zone (warm) are decontaminated in the CRZ before they are removed to the Support Zone (cold). Equipment decontamination procedures are designed to minimize the potential for hazardous skin or inhalation exposure, cross-contamination, and chemical incompatibilities.</p>		
<p>Respirator Decontamination</p> <p>Respirators are decontaminated in compliance with SWP 5-27 and should be included with this HASP.</p>		
<p>Waste Handling for Decontamination</p> <p>Procedures for decontamination waste disposal meet all applicable local, state, and federal regulations.</p>		

Site Map (May be drawn after crews arrive onsite or inserted using aerial photographs, site figures, etc.):



Hospital Route Map (attach or insert):

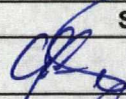
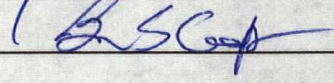


Note: A dry-run should be conducted to establish a physical location associated with the map included in the HASP. Verbal verification from the hospital emergency room should also be obtained to ensure that the hospital will accept chemically contaminated patients.

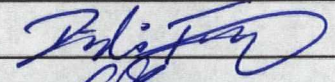
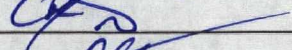
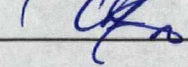
APPROVAL AND SIGN-OFF FORM
Project No.: WINGATE FARMS PESTICIDE

I have read, understood, and agree with the information set forth in this Health and Safety Plan and will follow the direction of the Site Safety Coordinator (SSC) as well as procedures and guidelines established in the Tetra Tech, Inc., Health and Safety Manual. I understand the training and medical requirements for conducting field work and have met these requirements.

Tetra Tech has prepared this plan solely for the purpose of the health and safety protection of Tetra Tech employees. Subcontractors, visitors, and others at the site, while required to read and follow the provisions outlined in this plan at a minimum, should refer to their safety program for specific information related to their health and safety protection.

Name	Company / Agency / Organization	Signature	Date
Chris Jones	T+ EMI		5/31/13
Brian Croft	TE		5/31/13

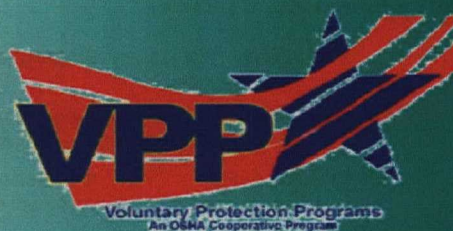
I have read, understood, and agree with the information set forth in this Health and Safety Plan and comply with and will enforce this HASP, as well as procedures and guidelines established in the Tetra Tech, Inc., Health and Safety Manual.

Name	Project-Specific Position	Signature	Date
Didi Fung	Project Manager		5/31/13
Chris Jones	Field Team Leader		5/31/13
Chris Jones	Site Safety Coordinator		5/31/13
	Subcontractor SSC		

Tetra Tech has prepared this plan solely for the purpose of the health and safety protection of Tetra Tech employees. Subcontractors, visitors, and others at the site, while required to read, acknowledge and follow the provisions outlined in this plan at a minimum, should refer to their safety program for specific information related to health and safety.

Note: Use Additional sheets as necessary to ensure that all personnel sign and affirm this document.

VOLUNTARY PROTECTION PROGRAM



Management Leadership

Lead by example. Good managers recognize the benefits of a strong safety program and ensure that their personnel and subcontractors have the right tools, equipment, and attitude to work safely.

Some areas where effective management leadership for safety can be demonstrated include:

- Provide visible safety leadership - start meetings with a safety topic, integrate safety into planning, scheduling, and budgeting processes, take personal action to resolve safety issues.
- Become involved in incident reporting, investigation, corrective action - share lessons learned.
- Include subcontractors in your safety program and oversee their work.

Employee Involvement

Get involved! Take personal action and work directly with your supervisor daily to identify, control, or eliminate potential safety hazards.

Other ways to become involved in the safety program and improve work conditions include:

- Initiate hazard reports to identify hazards, suggest improvements, and recognize safe behaviors
- Participate in safety meetings and worksite safety inspections (daily, weekly, monthly, and quarterly)
- Participate in incident reports, investigations, corrective actions, and Lessons Learned

Worksite Analysis

The process of identifying and evaluating potential hazards is a critical element in achieving zero incidents and creating low risk and hazard-free work areas.

Worksite analysis methods used to identify and evaluate potential hazards include:

- Safety inspections (daily, weekly, monthly, and quarterly)
- Develop or review safe work procedures, AHA's, and the HASP
- Monitoring for air quality, heat stress, noise, ergonomics and other job hazards

Hazard Prevention and Control

Eliminating hazards from your job, preventing new hazards, and controlling known hazards are fundamental parts of the projects safety program.

Important points include:

- Control hazards by:
 - Installing and maintaining **Engineering Controls**
 - Following **Administrative/Work Practice Controls** (HASP, AHAs, and safe work practices)
 - Specifying and wearing **Personal Protective Equipment** where needed
- Perform integrated safety reviews for new or modified work tasks
- Consult with qualified medical and safety professionals as needed

Safety and Health Training

Effective safety training is an important element in incident prevention. Remember, if you are unfamiliar with the work or feel that you don't have the necessary training, speak up and notify your team leader or project manager.

Safety training methods that may be used at the project include:

- New employee orientation, including HASP and task-specific training
- Project meetings, daily briefings, and/or task briefings
- Lessons learned and monthly safety communications

Emergency Contacts

WorkCare - For issues requiring an Occupational Health Physician; assistance is available 24 hours per day, 7 days per week.

InfoTrac - For issues related to incidents involving the transportation of hazardous chemicals; this hotline provides accident assistance 24 hours per day, 7 days per week

U.S. Coast Guard National Response Center - For issues related to spill containment, cleanup, and damage assessment; this hotline will direct spill information to the appropriate state or region

Poison Control Center - For known or suspected poisoning.

Limitations:

The Level-Two HASP is not appropriate in some cases:

- Projects involving unexploded ordnance (UXO), radiation sources as the primary hazard, or known chemical/biological weapons site must employ the Level 3 HASP
- Projects of duration longer than 90 days may need a Level 3 HASP (consult your RSO)

Decontamination:

Decontamination Solutions for Chemical and Biological Warfare Agents^a: PPE and equipment can be decontaminated using 0.5 percent bleach (1 gallon laundry bleach to 9 gallons water) for biological agents (15 minutes of contact time for anthrax spores; 3 minutes for others) followed by water rinse for chemical and biological agents. In the absence of bleach, dry powders such as soap detergents, earth, and flour can be used. The powders should be applied and then wiped off using wet tissue paper. Finally, water and water/soap solutions can be used to physically remove or dilute chemical and biological agents. Do not use bleach solution on bare skin; use soap and water instead. Protect decontamination workers from exposure to bleach.

Decontamination for Radiological and Other Chemicals: Primary decontamination should use Alconox and water unless otherwise specified in chemical specific information resources. The effectiveness of radiation decontamination should be checked using a radiation survey instrument. Decontamination procedures should be repeated until the radiation meter reads less than 100 counts per minute over a 100-square-centimeter area when the probe is held 1 centimeter from the surface and moving slower than 2.5 centimeters per second.

Decontamination Corridor: The decontamination setup can be adjusted to meet the needs of the situation. The decontamination procedures can be altered to meet the needs of the specific situation when compound- and site-specific information is available.

Decontamination Waste: All disposable equipment, clothing, and decontamination solutions will be double-bagged or containerized in an acceptable manner and disposed of with investigation-derived waste.

Decontamination Personnel: Decontamination personnel should dress in the same level of PPE or one level below the entry team PPE level.

All investigation-derived waste should be left on site with the permission of the property owner and the EPA on-scene coordinator. In some instances, another contractor will dispose of decontamination waste and investigation-derived waste. DO NOT place waste in regular trash. DO NOT dispose of waste until proper procedures are established.

Notes:

^a Source: Jane's Information Group. 2002. *Jane's Chem-Bio Handbook*. Page 39.



TETRA TECH, INC.
DAILY TAILGATE SAFETY MEETING FORM

Date: _____ Time: _____ Project No.: _____

Client: _____ Site Location: _____

Site Activities Planned for Today: _____

Weather Conditions: _____

Safety Topics Discussed	
Protective clothing and equipment:	
Chemical and physical hazards:	
Emergency procedures:	
Equipment hazards:	
Other:	
Attendees	
Printed Name	Signature

Meeting Conducted by:

Name

Signature



TETRA TECH EM INC.
HEALTH AND SAFETY PLAN AMENDMENT

Site Name: _____

Amendment Date: _____

Purpose or Reason for Amendment: _____

Required Additional Safe Work Practices or Activity Hazard Analyses: _____

Required Changes in PPE: _____

Action Level Changes: _____

AMENDMENT APPROVAL

RSO or Designee	_____ Name	_____ Signature	_____ Date
------------------------	---------------	--------------------	---------------

Site Safety Coordinator	_____ Name	_____ Signature	_____ Date
--------------------------------	---------------	--------------------	---------------

Date presented during daily site safety meeting: _____



TETRA TECH, INC.
FIELD AUDIT CHECKLIST

Project Name: _____ Project No.: _____

Field Location: _____ Completed by: _____

Project Manager: _____ Site Safety Coordinator: _____

General Items		In Compliance?		
Health and Safety Plan Requirements		Yes	No	NA
1	Approved health and safety plan (HASP) on site or available			
2	Names of on-site personnel recorded in field logbook or daily log			
3	HASP compliance agreement form signed by all on-site personnel			
4	Material Safety Data Sheets on site or available			
5	Designated site safety coordinator physically present on jobsite			
6	Daily tailgate safety meetings conducted and documented on Form HST-2			
7	Documentation available proving compliance with HASP requirements for medical examinations, fit testing, and training (including subcontractors)			
8	HASP onsite matches scope of work being conducted			
9	Emergency evacuation plan in place and hospital located			
10	Exclusion, decontamination, and support zones delineated and enforced			
11	HASP attachments present onsite (VPP sheet, audit checklist, AHA, etc.)			
12	Illness and injury prevention program reports completed (California only)			
Emergency Planning				
13	Emergency telephone numbers posted			
14	Emergency route to hospital posted			
15	Local emergency providers notified of site activities			
16	Adequate safety equipment inventory available			
17	First aid provider and supplies available			
18	Eyewash solution available when corrosive chemicals are present			
Air Monitoring				
19	Monitoring equipment specified in HASP available and in working order			
20	Monitoring equipment calibrated and calibration records available			
21	Personnel know how to operate monitoring equipment and equipment manuals available on site			
22	Environmental and personnel monitoring performed as specified in HASP			

Safety Items		In Compliance?		
Personal Protection		Yes	No	NA
23	Splash suit, if required			
24	Chemical protective clothing, if required			
25	Safety glasses or goggles (always required)			
26	Gloves, if required			
27	Overboots, if required			
28	Hard hat (always required)			
29	High visibility vest, if required			
30	Hearing protection, if required			
31	Full-face respirator, if required			
Instrumentation				
32	Combustible gas meter and calibration notes			
33	Oxygen meter and calibration notes			
34	Organic vapor analyzer and calibration notes			
Supplies				
35	Decontamination equipment and supplies			
35	Fire extinguishers			
37	Spill cleanup supplies			
Corrective Action Taken During Audit:				

Note: NA = Not applicable

Auditor's Signature

Site Safety Coordinator's Signature

Date

**ACTIVITY HAZARD ANALYSIS (AHA)**

Tetra Tech EM Inc.

(Insert Task Name Here)**Task Description**

This Activity Hazard Analysis (AHA) applies to the task listed above. It has been developed and approved by the Director of Health and Safety for Tetra Tech EMI. The AHA contains potential hazards posed by each major step in this task, lists procedures to control hazards, and presents required equipment (including safety equipment), inspections, and training. The hazard controls listed below are specific to this task.

Insert a brief narrative description of each task to be completed.

Below, go step by step through the whole process. For each step, identify the potential hazards and describe the "actions" taken to control the hazard (i.e. PPE, lock-out tagout, training, keeping unauthorized parties out of the area, etc.), Example below.


Hazards		Actions
<u>Task Steps</u>	<u>Potential Hazards</u>	<u>Critical Safety Procedures and Controls</u>
<i>Insert additional rows as needed</i>		
<u>Equipment to be Used</u>	<u>Inspection Requirements</u>	<u>Training Requirements</u>

Assessed By

Name_____
Signature_____
Date


Approved By

Name_____
Signature_____
Date


	TETRA TECH, INC. GENERAL SAFE WORK PRACTICES FOR FIELD WORK	Revision Date: 10/1/2008
		Document Control Number:
		SWP 5-1
		Page 1 of 3

To prevent injuries and adverse health effects, the following general safe work practices (SWP) are to be followed when conducting work involving known and unknown site hazards. These SWPs establish a pattern of general precautions and measures for reducing risks associated with field operations not conducted on hazardous waste sites. This list is not inclusive and may be amended as necessary.

- Be familiar with and knowledgeable of and adhere to all instructions in the construction health and safety plan (C-HASP), job safety analysis, job hazard analysis, work permit or other health and safety documentation.
- At a minimum, a safety meeting will be held at the start of each project to discuss the hazards of the site and site work. Additional meetings will be held, as necessary, to address new or continuing safety and health concerns.
- Be aware of the location of the nearest telephone and all emergency telephone numbers.
- Attend a briefing on the anticipated hazards, equipment requirements, SWPs, emergency procedures, and communication methods before going on site.
- Plan and delineate entrance, exit, and emergency escape routes.
- Rehearse unfamiliar operations prior to implementation.
- Use the "buddy system" whenever respiratory protection, fall protection, or other protective equipment is in use. Buddies should establish hand signals or other means of emergency communication in case radios break down or are unavailable.
- In order to assist each other in the event of an emergency, buddies should maintain visual contact with each other and with other on-site team members by remaining in close proximity.
- Do not bring nonessential vehicles and equipment onto the site.
- Immediately report all injuries, illnesses, and unsafe conditions, practices, and equipment to the site safety coordinator (SSC).
- Maintain a portion of the site field logbook as a project safety log. The project safety log will be used to record the names, entry and exit dates, and times on site of all Tetra Tech personnel, subcontractor personnel, and project site visitors; and other information related to safety matters.

	<p style="text-align: center;">TETRA TECH, INC.</p> <p style="text-align: center;">GENERAL SAFE WORK PRACTICES FOR FIELD WORK</p>	Revision Date: 10/1/2008
		Document Control Number:
		SWP 5-1
		Page 2 of 3

- A portable eyewash station should be located in the support zone if corrosive materials are used or stored on the site.
- Smoking is not allowed on Tetra Tech projects sites, except in designated smoking areas.
- Do not bring matches and lighters in the exclusion zone or contamination reduction zone.
- Observe coworkers for signs of toxic exposure and heat or cold stress.
- Inform coworkers of nonvisual effects of illness if you experience them, such as headaches, dizziness, nausea, or blurred vision.
- Anyone known to be under the influence of drugs or intoxicating substances that impair the employee's ability to safely perform assigned duties shall not be allowed on the job while in that condition.
- Horseplay, scuffling, and other acts that tend to have an adverse influence on the safety or well-being of the employees is prohibited.
- Work shall be well planned to prevent injuries in the handling of materials and when working with equipment.
- No one shall knowingly be permitted or required to work while the employee's ability or alertness is so impaired by fatigue, illness, or other causes that might unnecessarily expose the employee or others to injury.
- Use proper lifting techniques. Heavy objects will be lifted using the large muscles of the leg instead of the smaller muscles of the back.
- Wear appropriate footwear and all other protective equipment required for work.
- Cleanse thoroughly after handling hazardous substances.
- Maintain all tools and equipment in good condition.
- First aid kits shall be located in a prominent location and stocked with basic first aid supplies.

	TETRA TECH, INC. GENERAL SAFE WORK PRACTICES FOR FIELD WORK	Revision Date: 10/1/2008
		Document Control Number:
		SWP 5-1
		Page 3 of 3

Disclaimer: This safe work practice (SWP) is the property of Tetra Tech, Inc. (Tetra Tech). Any reuse of the SWP without Tetra Tech's permission is at the sole risk of the user. The user will hold harmless Tetra Tech for any damages that result from unauthorized reuse of this SWP. Authorized users are responsible for obtaining proper training and qualification from their employer before performing operations described in this SWP.


Revision Date	Document Authorizer	Revision Details
10/1/2008	Chris McClain	NEW

The online version of this document supersedes all other versions. Paper copies of this document are uncontrolled. The controlled version of this document can be found on the Tetra Tech Intranet.

	<p style="text-align: center;">TETRA TECH, INC. GENERAL SAFE WORK PRACTICES for HAZARDOUS WASTE SITE ACTIVITIES</p>	Revision Date: 10/1/2008
		Document Control Number:
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To prevent injuries and adverse health effects, the following general safe work practices (SWP) are to be followed when conducting work involving known and unknown site hazards on hazardous waste sites. These SWPs establish a pattern of general precautions and measures for reducing risks associated with hazardous site operations. This list is not inclusive and may be amended as necessary.

- Do not eat, drink, chew gum or tobacco, take medication, or smoke in contaminated or potentially contaminated areas or where the possibility for contact with site contamination exists.
- Wash hands and face thoroughly upon leaving a contaminated or suspected contaminated area. If a source of potable water is not available at the work site that can be used for hands-washing, the use of waterless hand cleaning products will be used, followed by actual hand-washing as soon as practicable upon exiting the site. A thorough shower and wash must be conducted as soon as possible if excessive skin contamination occurs.
- Avoid contact with potentially contaminated substances. Do not walk through puddles, pools, mud, or other such areas. Avoid, whenever possible, kneeling on the ground or leaning or sitting on drums, equipment, or the ground. Do not place monitoring equipment on potentially contaminated surfaces.
- Remove beards or facial hair that interferes with a satisfactory qualitative respirator fit test or routine pre-entry positive and negative pressure checks.
- Be familiar with and knowledgeable of and adhere to all instructions in the site-specific health and safety plan (HASP). At a minimum, a safety meeting will be held at the start of each project to discuss the HASP. Additional meetings will be held, as necessary, to address new or continuing safety and health concerns.
- Be aware of the location of the nearest telephone and all emergency telephone numbers.
- Attend a briefing on the anticipated hazards, equipment requirements, SWPs, emergency procedures, and communication methods before going on site.
- Plan and delineate entrance, exit, and emergency escape routes.
- Rehearse unfamiliar operations prior to implementation.

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- Use the “buddy system” whenever respiratory protection equipment is in use. Buddies should establish hand signals or other means of emergency communication in case radios break down or are unavailable.
- Buddies should maintain visual contact with each other and with other on-site team members by remaining in close proximity in order to assist each other in case of emergency.
- Minimize the number of personnel and equipment in contaminated areas (such as the exclusion zone). Nonessential vehicles and equipment should remain within the support zone.
- Establish appropriate support, contamination reduction, and exclusion zones.
- Establish appropriate decontamination procedures for leaving the site.
- Immediately report all injuries, illnesses, and unsafe conditions, practices, and equipment to the site safety coordinator (SSC).
- Maintain a portion of the site field logbook as a project safety log. The project safety log will be used to record the names, entry and exit dates, and times on site of all Tetra Tech personnel, subcontractor personnel, and project site visitors; air quality and personal exposure monitoring data; and other information related to safety matters. Form SSC-1, Daily Site Log, may be used to record names of on-site personnel.
- A portable eyewash station should be located in the support zone if chemical splashes to eyes are possible.
- Do not bring matches and lighters in the exclusion zone or contamination reduction zone. Flames and open fires are not permitted on site.
- Observe coworkers for signs of toxic exposure and heat or cold stress.
- Inform coworkers of nonvisual effects of illness if you experience them, such as headaches, dizziness, nausea, or blurred vision.

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This safe work practice (SWP) establishes procedures to protect field personnel and the public from exposure to hazardous materials resulting from the handling, opening, sampling, transferring, overpacking, and shipping of drums.

All drum and container handling operations must adhere to all applicable federal, state, local, contractual, and company requirements. Preparation and shipping of containers of hazardous materials must comply with applicable U.S. Environmental Protection Agency (EPA) and U.S. Department of Transportation (DOT) regulations. All drums and containers used during hazardous waste operations must meet appropriate DOT regulations for the materials they contain.

Drum and container handling should be approached in a systematic, stepwise manner, especially when the contents are unknown or containers are in poor condition. Inspection, opening, sampling, overpacking, and staging requirements for drums and containers are described below

1.0 RESPONSIBILITIES

Operating unit health and safety managers (HSMs) are responsible for providing technical guidance to project managers and site safety coordinators (SSC) on drum and container handling procedures. Project managers are responsible for ensuring implementation of this SWP, when warranted, on their projects. SSCs are responsible for enforcement of this SWP at the work site. Field personnel are required to adhere to drum and container handling guidelines and procedures.

2.0 DRUM AND CONTAINER INSPECTION

Drums or containers must be visually inspected before any work is conducted in order to gain as much information as possible about their contents. Field personnel should document in the field logbook the following information:

- Any labels or other markings indicating possible contents;
- Drum or container condition (such as rusted, leaking, or dented);
- Signs of pressure (such as bulging or swelling);

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- Drum or container size, construction, and type; and
- Configuration of drum or container head (open or closed top).

After observations are documented in the field logbook, each drum or container should be labeled with an identification code for future tracking.

3.0 DRUM AND CONTAINER OPENING

For efficient and safe drum or container opening, personnel must adhere to the guidelines below.

- If available, remote-controlled drum or container opening equipment should be used.
- In order to protect the employee, a suitable shield shall be placed between the employee and the drum being opened.
- Only spark-proof tools should be used to open drums and containers.
- Drums or containers containing unknown materials should be opened using Level B personal protection, including splash protection.
- Drums or containers containing radioactive material should not be opened or handled until the appropriate personnel with expertise in this area have been consulted.
- Air monitoring equipment should be available near the drum or container being opened, such as combination oxygen and combustible gas meters, colorimetric tubes, and photoionization detectors.
- Tools used for drum or container opening should be decontaminated after each use to avoid mixing incompatible wastes.
- Drums or containers should be resealed as soon as possible to minimize vapor generation.
- If possible, drums or containers exhibiting signs of pressure should not be opened.

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4.0 DRUM AND CONTAINER SAMPLING

Drum and container sampling poses a variety of potential hazards to worker health and safety, including direct contact with hazardous materials, inhalation of hazardous vapors, and the possibility of drum or container explosion or rupture. The guidelines below should be used to properly sample drums and containers.


- Prior to sampling, a sampling plan must be developed that includes the following information:
 - Background information on the waste;
 - Which drums or containers will be sampled;
 - Appropriate sampling devices; and
 - Sample containers to be used,
- Sampling personnel should not stand on drums or containers or lean over other drums or containers to obtain samples.
- All phases in the vertical cross section of each drum or container should be sampled.
- Disposable glass tubing or other disposable sampling devices should be used to sample liquid.
- When sampling liquids, absorbent pads should be placed on drum tops to collect spillage that may occur while transferring samples into containers.
- Sampling personnel should document container number, any container labeling, sampling date and time, and number and color of different phases.

5.0 DRUM AND CONTAINER OVERPACKING

During an emergency, drums and containers should be handled as detailed below.

- Leaks should be plugged or patched immediately if this can be done without risk.

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- Damaged drums and containers should be placed in an overpack container with absorbent pads to collect any spilled material or the contents transferred into a clean, compatible drum or container.
- Absorbent material should be used to collect any leakage that may occur during shipment.

During remedial actions, the procedures below apply to drum and container handling.

- Drums or containers should be placed in overpack containers, and any identification number assigned to the drum or container should be placed on the outside of the overpack container.
- If drum or container contents are to be bulked with other drum or container contents, the compatibility of the contents should be verified by a field characterization study prior to bulking.

6.0 DRUM AND CONTAINER STAGING

Staging refers to moving drums or containers in an organized manner to predesignated areas. Drums or containers may be staged to facilitate characterization and remedial action and also to protect drums or containers from potentially hazardous site conditions (such as high temperatures and proximity to ignition sources or heavy equipment). To ensure that staging is conducted in a safe and efficient manner, the guidelines below should be followed.

- Staging activities should be kept to a minimum to prevent hazards associated with increased handling of drums or containers.
- The staging area should be as close as possible to the site exit.
- The staging area should be level and covered with plastic sheeting or absorbent material.
- The staging area should be diked to contain possible spills.



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- Drums or containers should be secured on pallets whenever possible to aid in the safe movement of drums or containers and to isolate the drums or containers from the soil surface.
- Drums or containers should not be stacked on top of each other.
- Drums or containers should be staged according to chemical composition of the contents. Drums or containers containing incompatible materials should be kept segregated.
- Drums and containers should be staged far enough apart to allow for the movement of equipment and personnel.

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This safe work practice (SWP) provides guidelines for handling flammable materials and controlling ignition sources in a manner that will prevent explosions and fires that may result in injuries. The guidelines also present procedures for proper flammable liquids transfer.


1.0 RESPONSIBILITIES

The project manager (PM) is responsible for ensuring that the work area is evaluated for the presence of flammable hazards and ignition sources and that all precautions provided in this SWP are implemented. The PM is also responsible for ensuring that appropriate air monitoring procedures are defined in the site-specific health and safety plan (HASP), construction health and safety plan (C-HASP), job hazard analysis (JHA), job safety analysis (JSA), work permit, or other site-specific health and safety documentation. The site safety coordinator (SSC) is responsible for recognizing potential flammable hazards and ignition sources, conducting air monitoring, posting warning signs, and notifying on-site workers of the hazards.

All field personnel must know that explosion and fires at a work site may result from any of the following:

- Chemical reaction;
- Ignition of explosive or flammable materials;
- Agitation of shock-sensitive compounds;
- Sudden release of materials under pressure;

Field personnel must also understand that each flammable gas and vapor has a minimum concentration in air below which propagation of flame does not occur on contact with an ignition source. This concentration is known as the lower explosive limit (LEL) and is expressed as a percent in air. Likewise, for every flammable gas and vapor, there is also a maximum concentration of gas or vapor in air above which propagation of flame does not occur. This value is known as the upper explosive limit (UEL) and is also expressed as a percent in air. The flammable range of a particular gas or vapor is the range between the LEL and UEL where the gas-air mixture will support combustion.

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Proper precautions must be taken to protect against fire and ignition hazards, including air monitoring, elimination of ignition sources, and proper chemical handling and transfer. These precautions are discussed below.

2.0 AIR MONITORING


If condition or activities on a site may result in a potentially flammable or explosive atmosphere, then air monitoring must be performed. Air monitoring procedures must be detailed in a site specific health and safety plan (HASP), construction health and safety plan (C-HASP), job hazard analysis (JHA), job safety analysis (JSA), work permit, or other site-specific health and safety documentation. Monitoring for flammable or explosive atmospheres is typically performed using a combustible gas indicator (CGI). This instrument is designed to provide data in terms of the percent LEL. If the specific flammable gas or vapor is known (such as methane), a specific gas meter may be used.

Because flammable gases and vapors can be heavier or lighter than air, it is important to remember that the instrument probe should be moved slowly up and down at multiple levels when monitoring for gases. Response time varies between different meters, sensor types, sample hose lengths, and accessories used.

3.0 ELIMINATION OF IGNITION SOURCES

The risk of fires and explosions will be reduced when ignition sources are eliminated by using the following procedures:

- Ignition sources that are not required for the completion of the project are not be allowed in the exclusion zone or contamination reduction zone at hazardous waste sites or in the vicinity of work associated with flammable materials at any site.
- Warning signs should be posted and the work zone barricaded or blocked off before any work is conducted that might release flammable gases or vapors.
- All ignition sources should be eliminated from areas where flammable gases or vapors may be present or migrate to.

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- If the wind direction may carry flammable gases or vapors into areas outside the work zone where ignition sources may be present, work should not be performed without careful monitoring of concentrations at the work zone boundary.
- Sparks caused by friction or electrostatic effects should be controlled using with proper grounding and bonding procedures for transfer of flammable liquids. This requires maintaining constant contact using metal between the containers and providing a metallic route to the ground to discharge electrostatic buildup.
- Sparkless tools should be used.

4.0 PROPER CHEMICAL HANDLING AND TRANSFER

Precautions to reduce the risk of fire and explosion during chemical handling and transfer include the following:

- Liquids and residues should be removed from containers or tanks using explosion-proof or air-driven pumps.
- Pump motors and suction hoses should be bonded to the container or tank or otherwise grounded to prevent electrostatic ignition hazards.
- If a vacuum truck is used to remove liquids or residues, the area of operation for the vacuum truck should be vapor or gas free. The truck should be located upwind and outside of the path of probable gas or vapor travel. Vacuum pump exhaust gases should be discharged downwind of the truck through a hose of adequate size and length.
- Vacuum trucks should be properly bonded or grounded while in use.
- After chemicals have been transferred, lines leading to the truck should be disconnected using nonsparking procedures and then the lines should be drained of their contents. Precautions should be taken to ensure that the contents of the lines do not spill into the environment during line disconnection.
- Only nonsparking or nonheat-producing tools should be used for opening containers and tanks. Electrical equipment shall also be explosion-proof.



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This safe work practice (SWP) provides contingency measures for spills and unintentional discharges from handling and transporting hazardous materials. Spill and discharge control practices should follow specific procedures to ensure the safety of responders and bystanders and to limit environmental impacts.

1.0 GENERAL PROCEDURES

Immediate action should be taken to control and contain any spill following the general guidelines below:

- Unnecessary personnel should be kept away from the spill or discharge.
- The hazardous area should be isolated.
- If the spill or discharge creates a hazardous situation or results in injury or an environmental release, the emergency procedures of the HASP should be implemented. Emergency response telephone numbers, designated contacts, and special reporting procedures are presented in the HASP.
- Personnel should stay on the upwind side of the spill or discharge.
- Entry into a confined space or low area where liquids or vapors may accumulate should be avoided.
- Sources of ignition should be eliminated if the spill or discharge involves combustible materials.
- Drains, manholes, waterways, sewers, and the like should be identified and covered or protected.
- The spill should be controlled or absorbed using appropriate media or devices.
- When the spill or discharge is fully contained and under control, spill or discharge material should be collected.
- Following cleanup, the spill area should be evaluated by collecting soil samples and screening the area with air monitoring instruments.

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2.0 SOLIDS

If the spill or discharge material is solid and nonreactive, the material should be scooped up and placed in a suitable and compatible container until the disposal method has been determined.

3.0 LIQUIDS

If liquid is discharged, the following general procedures apply:

- The point of discharge should be immediately identified and measures taken to eliminate further discharges by uprighting or patching containers, transferring contents, or other appropriate methods.
- Any discharged liquids or sludge should be removed or retrieved.
- Discharged materials should be cleaned up with absorbent materials or devices.
- Spent absorbent material should be placed into storage or disposal containers.


4.0 REPORTING

In some instances, a release may require reporting to government agencies. If a reportable quantity is released (this quantity is stated on the Material Safety Data Sheet) or human health or the environment is threatened, appropriate national, state, and local administering agency personnel should be notified. The timeframe for notification may vary from agency to agency. Notification may be required immediately or within 24 hours, depending on the type, location, and amount of released material. The appropriate agency to report spills to should be determined during HASP development.

All spills and chemical releases must be reported and investigated in accordance with DCN 2-2 Incident Reporting and Investigation Program. Details must be documented on the IR Form and IR – B.

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1.0 INTRODUCTION

This safe work practice (SWP) addresses situations during which heat illness is likely to occur and provides procedures for preventing and treating heat-related injuries and illnesses. This SWP is applicable to all Tetra Tech employees performing outdoor activities at both domestic and international project locations. This SWP incorporates safety regulations of the States of California and Washington to protect outdoor workers from heat-related illness. An “outdoor place” is an open area such as an agricultural field, forest, park, equipment and storage yard, outdoor utility installation, tarmac, and road. An outdoor workplace also can include a construction site at which no building shell has been completed, and areas of a construction site outside of any building shells that may be present.

Many factors contribute to heat illness and UV exposure, including personal protective equipment (PPE), ambient temperature and humidity, workload, sun exposure, and the physical condition of the employee, as well as predisposing medical conditions. However, the primary factors of heat illness are elevated ambient temperatures in combination with fluid loss. Because heat illness is one of the more common health concerns during field activities, employees must be familiar with the signs, symptoms, and various treatment methods of each form of heat illness. Health effects from heat illness may range from transient heat fatigue or rashes to serious illness or death. Tracking the weather is imperative during outdoor field projects because heat-related illness and fatalities occur primarily during heat waves.

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2.0 Definitions

The following are typical terms and definitions associated with heat illness prevention and monitoring activities:

Acclimatization – Gradual adaptation of the body to work under temperature conditions to which it is exposed. Acclimatization peaks in most people within 4 to 14 days of regular work taking up at least 2 hours per day in the heat.

Ambient Temperature – Temperature of the surroundings.

Electrolytic Sports Drink – A beverage containing sodium and potassium salts that replenish the body's water and electrolyte levels after dehydration caused by physical activity.

Environmental Risk Factors for Heat Illness – Working conditions under which heat illness could occur. Environmental risk factors include air temperature, relative humidity, radiant heat from the sun and other sources, conductive heat sources such as the ground, air movement (or lack of), workload severity and duration, and protective clothing and PPE worn by employees.


Heat Illness – A serious medical condition resulting from the body's inability to cope with a particular heat load. Symptoms include heat cramps, heat exhaustion, and heat stroke (see Table 1).

Heat Index – An index that combines air temperature and relative humidity to indicate the human-perceived equivalent temperature (i.e., how hot it feels outdoors).

Heavy Work – Digging/hand-auguring, heavy lifting, cutting trees, using heavy hand tools, and similar tasks.

Light Work – Walking, writing notes, handling samples, and similar tasks.

Medium Work – Bailing wells, moving light equipment, driving nails, and similar tasks.

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Personal Risk Factors for Heat Illness – Factors such as an individual's age, degree of acclimatization, health, water consumption, alcohol consumption, caffeine consumption, and use of prescription medications that affect the body's water retention or other physiological responses to heat.

Preventive Recovery Period – Period of time needed to recover from the heat in order to prevent heat illness.

Relative Humidity – The amount of water vapor that exists in a gaseous mixture of air and water vapor.

Shade – Blockage of direct sunlight. Canopies, umbrellas, and other temporary structures or devices may be used to provide shade. One indicator that blockage is sufficient is absence of a shadow of an object within the area of blocked sunlight. Shade is not adequate when heat in the area of shade defeats the purpose of shade, which is to allow the body to cool. For example, a car sitting in the sun does not provide acceptable shade to a person inside it unless the car is running with air conditioning.

Wet Bulb Globe Temperature (WBGT) - a measurement used to indicate heat stress. WBGT takes into account the effects of humidity

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3.0 Employee Duties and Responsibilities

Written procedures help Project Managers (PM), Site Safety Coordinators (SSC), and field team members reduce the risk of heat-related illnesses, and ensure that emergency assistance is provided without delay to all Tetra Tech employees. The following are the duties and responsibilities of the Project Team for implementing and managing the Heat Illness Prevention and Monitoring SWP.

3.1 Project Management

The PM must understand and agree to the responsibility for implementing this SWP for worker safety. The PM will assure that all employees at the work site comply with this SWP.

- The PM must designate an appropriate field team member to serve as the SSC who will implement this SWP and who will perform and document necessary monitoring requirements for worker safety.
- The PM will ensure necessary resources required to implement this SWP and necessary monitoring resources for worker safety are acquired and present at the work site prior to initiation of project activities in hot environments.
- The PM will work with the Director of Health and Safety and identify at risk employees.
- The PM will ensure all field team members are trained in heat illness management prior to working outdoors.
- The PM and SSC will modify working hours to schedule work during the cooler hours of the day, when possible. When a modified or shorter work-shift is not possible, more water and rest breaks shall be provided.
- The PM and SSC will verify that the elements of this SWP are documented in the Health and Safety Plan, as necessary.


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3.2 Site Safety Coordinator

- The SSC must understand and agree to the responsibility for implementing this SWP in the field, and implement the necessary monitoring requirements for worker safety during outdoor activities.
- The SSC must have appropriate Occupational Safety and Health Administration (OSHA)-related training and experience to understand and implement this SWP, and to ensure required monitoring for worker safety during outdoor activities.
- The SSC must ensure that resources needed to implement this SWP and required monitoring for worker safety are acquired and present at the work site prior to initiation of project activities in hot environments.
- The SSC must maintain all necessary resources required under the SWP during project activities in hot environments.
- The SSC must ensure implementation and appropriate documentation of required monitoring for worker safety during site activities.
- The SSC must be familiar with and continuously monitor all employees, and must remain alert for onset of heat-related symptoms.
- The SSC and co-workers are encouraged never to discount any signs or symptoms of heat-related illness shown by one or more project team members, and to immediately report these signs or symptoms.
- The SSC will carry a cell phone or other means of communication to ensure that emergency services can be contacted, and will verify that these resources are functional at the worksite prior to each shift.

3.3 Field Team

- The field team will be able to recognize the hazards of working in warm environments.

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- Co-workers will use a “buddy system” to monitor each other closely for discomfort or symptoms of heat illness.
- Every morning, workers must attend a daily tailgate safety meeting to be reminded of site-specific emergency procedures.
- A copy of site specific heat illness procedures shall be available for employee review.

4.0 Description and Requirements

4.1 Effects of Hot Weather

As the environment heats up, the body tends to warm up as well. The body’s internal thermostat maintains a constant temperature by pumping more blood to the skin, which is cooled by evaporation from increasing perspiration production. In this way, the body increases the rate of heat loss to balance the heat burden created by a hot environment. Such situations generally do not cause harm, as long as the body is allowed to adjust to cope with the increasing heat.

In a very hot environment, however, the rate of heat gain exceeds the rate of heat loss. In this situation, the body’s coping mechanisms can be overwhelmed, resulting in heat illness and leading to a range of serious and possibly fatal conditions.

4.2 Preparation for Hot Weather Work

The following list describes the process for preparing to work in hot weather conditions:

- Identify work that can pose a risk of heat stress and Ultraviolet (UV) exposure.
- Identify at-risk employees.
- Identify possible controls:
 - Establish controls for hot weather situations
 - Determine mandatory work and rest regimens based on current conditions, workload, clothing requirements, temperature and humidity for Threshold Limit Value (TLV).
 - Identify required fluid and food replacement schedules.



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- Provide a location to cool down during breaks.
- Establish requirements to address UV exposure.
- Monitor workers in extreme heat conditions.
- Establish emergency response procedures to be followed for heat-related emergency situations.
- Provide for first aid and establish the requirement that first aid be administered immediately to employees displaying symptoms of heat-related illness.
- Provide training to employees and verify training records about site legal and regulatory requirements and about the characteristics and effects of heat stress and the recognition and prevention of heat-related injuries (See Table 1).

5.0 Employee Training

Training is an important component of heat illness prevention. Employees are instructed to recognize and treat heat-related illnesses during 8-hour health and safety refresher and first aid training courses. The conditions, symptoms, and treatment for heat-related illnesses are listed below in Table 1.



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TABLE 1
HEAT ILLNESS CONDITIONS

Condition	Causes	Signs and Symptoms	Treatment
Heat cramps	Fluid loss and electrolyte imbalance from dehydration	<ul style="list-style-type: none"> Painful muscle cramps, especially in legs and abdomen Faintness Profuse perspiration 	<ul style="list-style-type: none"> Move affected worker to cool location Provide sips of liquid such as Gatorade® Stretch cramped muscles Transport affected worker to hospital if condition worsens
Heat Exhaustion	Blood transport to skin to dissipate excessive body heat, resulting in blood pooling in the skin with inadequate return to the heart	<ul style="list-style-type: none"> Weak pulse Rapid and shallow breathing General weakness Pale, clammy skin Profuse perspiration Dizziness Unconsciousness 	<ul style="list-style-type: none"> Move affected worker to cool area Remove as much clothing as possible Provide sips of cool liquid or Gatorade® (only if conscious) Fan the person but do not overcool or chill Treat for shock Transport to hospital if condition worsens
Heat Stroke**	Life threatening condition from profound disturbance of body's heat-regulating mechanism	<ul style="list-style-type: none"> Dry, hot, and flushed skin Constricted pupils Early loss of consciousness Rapid pulse Deep breathing at first, and then shallow breathing Muscle twitching leading to convulsions Body temperature reaching 105 or 106 degrees Fahrenheit (°F) or higher 	<ul style="list-style-type: none"> Immediately transport victim to medical facility Move victim to cool area Remove as much clothing as possible Reduce body heat promptly by dousing with water or wrapping in wet cloth Place ice packs under arms, around neck, at ankles, and wherever blood vessels are close to skin surface Protect patient during convulsions
** Any of these symptoms require immediate attention. If heat stroke is suspected, emergency medical personnel should be immediately contacted and on-site first aid provided.			

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Employee training procedures include, but are not limited to, the following:

- All employees (including and especially newly hired employees) will receive heat illness prevention training prior to working outdoors.
- SSCs will hold short tailgate meetings daily to review important heat illness and prevention information with all field team members.
- All workers will be assigned a “buddy” or experienced coworker to ensure that they understood the training and follow the company procedures.
- PMs and SSCs will be trained before assignment to supervise outdoor workers.

6.0 Heat Illness Prevention and Monitoring Requirements


6.1 Identification of Work Conditions

Hot weather is a condition that will be encountered during Tetra Tech operations. When work takes place outdoors during warm weather, working conditions shall be identified for both heat stress conditions and UV exposure.

6.2 Heat Index

The Heat Index (HI) can be used as a first indicator of thermal comfort. The HI can be obtained by directly measuring the dry bulb temperature and relative humidity. The dry bulb temperature and relative humidity forecast can be obtained by checking the local weather station information or measured by using a wet bulb thermometer. A direct reading of HI can be obtained by placing a heat stress monitor in full shade at the workplace.

The HI does not take into account acclimation, clothing or nature of work; therefore, if the HI is at 80°F (26.7°C) or above, further evaluation is required to adjust workload and clothing.

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6.3 Heat Exposure Limits and Measurement

The TLV is a means of providing heat exposure limits and gauging potential heat impacts. To determine the TLV, the Wet Bulb Globe Temperature (WBGT) index is measured. The WBGT is calculated using a formula that takes into account air temperature, speed of air movement, radiant heat from hot objects, sunshine and body cooling due to sweat evaporation. WBGT direct reading meters, often called 'heat stress analyzers,' are also available. These meters give direct WBGT readings; no calculations are necessary.

A trained person shall take WBGT measurements. If a WBGT direct reading meter is not available, two different methods are used to calculate WBGT in the workplace: one for workplaces with direct sunlight, and the other for workplaces without direct sunlight. In addition, when conditions of the workplace fluctuate widely, time-weighted WBGT is often used. The WBGT calculation is used in determining heat stress exposure guidelines and heat stress and clothing guidelines. Table 2 presents approximate WBGT values.



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Dry Bulb Temperature		APPROXIMATE WBGT VALUE (°F) TABLE																			
		Relative Humidity																			
°C	°F	5%	10%	15%	20%	25%	30%	35%	40%	45%	50%	55%	60%	65%	70%	75%	80%	85%	90%	95%	100%
18.33	65	59	59	60	61	62	62	63	64	64	65	66	67	67	68	69	70	70	71	72	73
18.89	66	59	60	61	61	62	63	64	65	65	66	67	68	68	69	70	71	71	72	73	74
19.44	67	60	61	61	62	63	64	65	65	66	67	68	69	69	70	71	72	72	73	74	75
20.00	68	60	61	62	63	64	64	65	66	67	68	69	69	70	71	72	73	74	74	75	76
20.56	69	61	62	63	63	64	65	66	67	68	69	69	70	71	72	73	74	75	75	76	77
21.11	70	62	62	63	64	65	66	67	68	69	69	70	71	72	73	74	75	76	77	77	78
21.67	71	62	63	64	65	66	67	68	69	69	70	71	72	73	74	75	76	77	78	79	79
22.22	72	63	64	65	66	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81
22.78	73	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82
23.33	74	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83
23.89	75	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84
24.44	76	65	66	67	68	69	71	72	73	74	75	76	77	78	79	80	81	82	83	85	86
25.00	77	66	67	68	69	70	71	72	74	75	76	77	78	79	80	81	82	84	85	86	87
25.56	78	66	67	69	70	71	72	73	74	76	77	78	79	80	81	82	84	85	86	87	88
26.11	79	67	68	69	71	72	73	74	75	76	78	79	80	81	82	84	85	86	87	88	90
26.67	80	68	69	70	71	72	74	75	76	77	79	80	81	82	84	85	86	87	88	90	91
27.22	81	68	69	71	72	73	75	76	77	78	80	81	82	83	85	86	87	89	90	91	92
27.78	82	69	70	71	73	74	75	77	78	79	81	82	83	85	86	87	88	90	91	92	94
28.33	83	69	71	72	73	75	76	78	79	80	82	83	84	86	87	88	90	91	92	94	95
28.89	84	70	71	73	74	76	77	78	80	81	83	84	85	87	88	90	91	92	94	95	97
29.44	85	71	72	73	75	76	78	79	81	82	84	85	87	88	89	91	92	94	95	97	98
30.00	86	71	73	74	76	77	79	80	82	83	85	86	88	89	91	92	94	95	97	98	100
30.56	87	72	73	75	76	78	80	81	83	84	86	87	89	90	92	93	95	97	98	100	101
31.11	88	72	74	76	77	79	80	82	84	85	87	88	90	92	93	95	96	98	100	101	103
31.67	89	73	75	76	78	80	81	83	85	86	88	90	91	93	94	96	98	99	101	103	104
32.22	90	74	75	77	79	80	82	84	86	87	89	91	92	94	96	97	99	101	103	104	106
32.78	91	74	76	78	80	81	83	85	87	88	90	92	94	95	97	99	101	102	104	106	108
33.33	92	75	77	79	80	82	84	86	88	89	91	93	95	97	98	100	102	104	106	107	109
33.89	93	76	77	79	81	83	85	87	89	90	92	94	96	98	100	102	103	105	107	109	111
34.44	94	76	78	80	82	84	86	88	90	92	93	95	97	99	101	103	105	107	109	111	113
35.00	95	77	79	81	83	85	87	89	91	93	95	97	99	101	103	105	107	108	110	112	114
35.56	96	77	79	82	84	86	88	90	92	94	96	98	100	102	104	106	108	110	112	114	116
36.11	97	78	80	82	84	86	89	91	93	95	97	99	101	103	105	108	110	112	114	116	118
36.67	98	79	81	83	85	87	90	92	94	96	98	100	103	105	107	109	111	113	116	118	120
37.22	99	79	82	84	86	88	91	93	95	97	99	102	104	106	108	111	113	115	117	120	122
37.78	100	80	82	85	87	89	91	94	96	98	101	103	105	108	110	112	115	117	119	121	124
38.33	101	81	83	85	88	90	92	95	97	100	102	104	107	109	111	114	116	119	121	123	126
38.89	102	81	84	86	89	91	93	96	98	101	103	106	108	111	113	116	118	120	123	125	128
39.44	103	82	84	87	89	92	94	97	100	102	105	107	110	112	115	117	120	122	125	127	130
40.00	104	83	85	88	90	93	96	98	101	103	106	108	111	114	116	119	121	124	127	129	132
40.56	105	83	86	89	91	94	97	99	102	105	107	110	113	115	118	121	123	126	129	131	134
41.11	106	84	87	89	92	95	98	100	103	106	109	111	114	117	120	122	125	128	131	133	136
41.67	107	84	87	90	93	96	99	101	104	107	110	113	116	119	121	124	127	130	133	136	138
42.22	108	85	88	91	94	97	100	103	106	108	111	114	117	120	123	126	129	132	135	138	141
42.78	109	86	89	92	95	98	101	104	107	110	113	116	119	122	125	128	131	134	137	140	143
43.33	110	86	90	93	96	99	102	105	108	111	114	117	120	124	127	130	133	136	139	142	145
43.89	111	87	90	93	97	100	103	106	109	113	116	119	122	125	128	132	135	138	141	144	148
44.44	112	88	91	94	98	101	104	107	111	114	117	121	124	127	130	134	137	140	143	147	150
45.00	113	88	92	95	99	102	105	109	112	115	119	122	126	129	132	136	139	142	146	149	153
45.56	114	89	93	96	99	103	106	110	113	117	120	124	127	131	134	138	141	145	148	152	155
46.11	115	90	93	97	100	104	108	111	115	118	122	125	129	133	136	140	143	147	150	154	158
46.67	116	90	94	98	101	105	109	112	116	120	123	127	131	134	138	142	146	149	153	157	160
47.22	117	91	95	99	102	106	110	114	118	121	125	129	133	136	140	144	148	152	155	159	163
47.78	118	92	96	100	103	107	111	115	119	123	127	131	134	138	142	146	150	154	158	162	166
48.33	119	92	96	100	104	108	112	116	120	124	128	132	136	140	144	148	152	156	160	164	168
48.89	120	93	97	101	105	110	114	118	122	126	130	134	138	142	147	151	155	159	163	167	171

Notes: Calculated values assume outdoor work in full sun, with a light (<5 mph) wind

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6.4 Heat Stress Exposure Guidelines

Heat stress exposure guidelines recommended by the American Conference of Governmental Industrial Hygienists (ACGIH) are shown in Table 3: ACGIH Screening Criteria for Heat Stress Exposure. This table is used to determine the allocation of work in a work/rest cycle, which is dependent on the type of work and WBGT values.

Table 3: ACGIH Screening Criteria for Heat Stress Exposure

PERMISSIBLE HEAT EXPOSURE THRESHOLD LIMIT VALUE															
Clothing Type	Summer Lightweight			Cotton Coveralls			Winter Work			Permeable Water Barrier (Tyvek)			Fully-Encapsulating Suit (Level 4)		
Work Load	Light	Moderate	Heavy	Light	Moderate	Heavy	Light	Moderate	Heavy	Light	Moderate	Heavy	Light	Moderate	Heavy
Work/Rest Schedule / WBGT	(°F)	(°F)	(°F)	(°F)	(°F)	(°F)	(°F)	(°F)	(°F)	(°F)	(°F)	(°F)	(°F)	(°F)	(°F)
Continuous Work	86	80	77	82	76	73	79	73	70	75	69	66	68	62	59
75% Work, 25% Rest / Hr	87	82	79	83	79	75	80	75	71	76	72	68	69	64	61
50% Work, 50% Rest / Hr	89	85	82	85	81	79	81	78	75	78	74	71	71	67	64
25% Work, 75% Rest / Hr	90	88	86	86	84	82	83	81	79	79	77	75	72	70	68
Notes: Temperature is approximate WBGT from accompanying tables, based on outdoor work, temperature, and relative humidity measurement during work activities. Light Work includes walking, writing notes, handling samples, and similar activities (metabolic rate up to 200 kilocalories [kcal]/hour). Medium Work includes bailing wells, moving light equipment, driving nails, and similar tasks (metabolic rate of 200-350 kcal/hour). Heavy Work is digging, heavy lifting, cutting trees, using heavy hand tools, and similar tasks (metabolic rate above 350 kcal/hour).															

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Table 3 is based on five-day work weeks and eight-hour work days with conventional breaks. Conventional breaks include a 15-minute break in a four-hour period and a half-hour lunch in an eight-hour period. The ACGIH exposure limits are intended to protect most workers from heat-related illnesses. The limits are higher than that if they had been developed to prevent discomfort. A safety factor should be used to protect sensitive individuals or increase comfort. Examples to clarify work load intensity:

- Rest: sitting (quietly or with moderate arm movements).
- Light work: sitting or standing to control machines, performing light hand or arm work (e.g., using a table saw), occasional walking, driving.
- Moderate work: walking about with moderate lifting and pushing or pulling, walking at a moderate pace, scrubbing in a standing position.
- Heavy work: digging, carrying, pushing/pulling heavy loads, walking at a fast pace, pick and shovel work, carpenter sawing by hand.
- Very heavy: very intense activity at a fast to maximum pace (e.g., shoveling wet sand).

For example, in order to minimize heat stress exposure, an employee who is acclimated and is performing heavy work such as shoveling dirt in a temperature of 78°F (25.6°C), would fall into a work/rest regimen of 100% work.

TLVs assume that workers who are exposed to these conditions are adequately hydrated, are not taking medication, are wearing lightweight clothing and are in generally good health. When the WBGT is at a temperature that exceeds the TLV, 'Stop Work' should be enforced.

6.5 Heat Stress and Clothing Guidelines

The exposure limit should be adjusted for workers wearing heavy clothing. ACGIH recommendations for these conditions are listed in Table 4: *Correction of TLV for Clothing*.


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Table 4: Correction of TLV for Clothing

Clothing Type	WBGT Correction (in °F [°C])
Work Clothes (long-sleeved shirts and pants)	0 (0)
Cloth coveralls (woven material)	+3 (0)
Spunbonded Meltdown Spunbonded polypropylene coveralls	+6 (+0.5)
Polyolefin coveralls	+8 (+1)
Double-layer woven clothing	+9 (+3)
Limited-use vapor-barrier coveralls	+18 (+11)

For example, an acclimated worker wearing double-layer woven clothing doing moderate work in 30°C would have a corrected exposure level of $30 + 3 = 33^{\circ}\text{C}$ (91.4°F). This would lower the allowable exposure to 0-25% work from 25-50% work.


For Fire Retardant Clothing (FRC), there is no WBGT correction. FRC can be obtained in various weight materials. The lightest weight FRC should be worn during work in warm environments. No second layer of clothing should be worn except for cotton undergarments.

These values are not to be used for completely encapsulating suits. The assumption is that coveralls are worn with only modest clothing underneath, not a second layer of clothing.

6.6 Identifying At-risk Employees

A screening program for identifying at risk employees shall include identification of health conditions that are aggravated by extreme environmental temperatures. How a person functions under conditions of heat stress will be unique that person and will depend on:

- Age.
- Weight.
- Metabolism.
- Alcohol or drug use.
- Pre-existing medical conditions.

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- Level of physical fitness.
- Use of medications.
- Individual sensitivity to heat.
- Possibility of hypertension.

Note: Employees with any 'at-risk' conditions shall have more stringent work/rest regimens or controls

6.7 Health and Safety Controls

Controls shall be based on a risk assessment approach. Conditions and available controls will vary from site to site. Therefore, the HASP shall define and document the site specific control plan. Controls shall be appropriate for the risks that are associated with heat hazards.

6.7.1 Acclimation

The human body can adapt to heat exposure to some extent. This physiological adaptation is called acclimation. Acclimation is a response by the body that results in increased heat tolerance.


People differ in their ability to acclimate to heat. Usually, acclimation is obtained in four to five days. However, it is lost in approximately the same amount of time. After a period of acclimation, the same activity will produce fewer cardiovascular demands. The worker will perspire more efficiently, leading to better evaporative cooling, and thus will more easily be able to maintain normal body temperatures.

All site workers who could be exposed to hot weather conditions shall be acclimated or go through an acclimation process, as necessary. Where workers are already acclimated, no acclimation process is necessary. A previously acclimated person is someone who has already been in similar working and heat conditions.

6.7.2 Fluid and Nutrient Replacement

Cool (50°-60° F [10°-15° C]) water or other cool liquid, except alcoholic beverages, should be made available to workers.


Provision of Water (Not Temperature Dependent)

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Water is the principal preventive measure to minimize the risk of heat-related illnesses. Tetra Tech employees shall have access to potable drinking water (or electrolytic sports drink). Where the supply of water is not plumbed or otherwise continuously supplied, water shall be provided in sufficient quantity at the beginning of the work shift to provide **1 quart per employee per hour for drinking for the entire shift**. Frequent drinking of water shall be encouraged by the SSC. Water provision requirements include the following:

- At least 2 quarts of water per employee will be available at the start of the shift.
- The SSC will monitor water containers every 30 minutes, and employees are encouraged to report low levels or dirty water to the SSC when observed.
- The SSC will provide reminders to the field team members to drink frequently, and more water breaks will be provided as needed.
- During the daily tailgate safety meeting each morning, the SSC will remind the field team about the importance of frequent water consumption throughout the shift.
- Water containers will be placed as close to the workers as safety conditions allow.
- When drinking water levels within a container drop below 50%, the water shall be replenished immediately.
- If a common water source is used, disposable/single-use drinking cups will be provided to employees each day.
- Communication devices such as radios, cell phones, or air horns may be used to remind field team members to take water breaks.

Although some commercial replacement drinks contain salt, this is not necessary for acclimated people, because most people have enough salt in their normal diets. Commercial replacement drinks contain high amounts of sugar and may contribute to an individual's inability to cope with the warm environment. If used, commercial replacement drinks should not be used at full strength and should be diluted with water on at least a one-to-one ratio.

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Energy drinks shall not be used while working in warm environments.

Poor nutrition, over eating and under eating are factors contributing to heat stress. During hot conditions, employees should eat small, regular meals.

6.7.3 Additional Control Measures


Outdoor workers are exposed to not only potential heat illness, but also UV radiation. Long-term exposure to UV radiation poses additional risks and can lead to a variety of skin disorders, including skin cancer and cataracts of the eyes.

Protection from UV exposure, sunscreen and appropriate eye protection should be considered in addition to the additional controls listed below:

Access to Shade (Not Temperature-Dependent)

Access to rest and shade or other cooling measures are important preventative steps to minimize the risk of heat-related illnesses and exposure to UV radiation. Tetra Tech employees suffering working in extreme temperatures for any period of time shall be provided access to an area with shade that is either open to the air or provided with ventilation or cooling. Such access to shade shall be permitted at all times. Procedures for the provision of shade include the following:

- SSC will set up an adequate number of shaded areas as needed. Examples of shaded areas include vehicles with air conditioning, umbrellas, canopies, or other portable devices. Shading should be placed in close proximity to the work activity (no more than 50-100 yards away, or at the closest location safety conditions allow).
- Employees should have access to an office, construction trailer, or other places with air conditioning.
- Every morning a short tailgate meeting will occur to remind workers about the importance of rest breaks and the location of shade.

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- Other cooling measures may be used if (and only if) these can be deemed effective as shade.
- As safety conditions allow, SSCs shall provide areas for employee breaks that are:
 - Readily accessible
 - In the shade, open to air, and ventilated
 - Near sufficient supplies of drinking water

7.0 Heat Illness Monitoring

A medical monitoring program shall be planned with the assistance of a medical or industrial hygiene professional. The monitoring program shall specify the leading indicators to be used (e.g. heart rate, body temperature, blood pressure, respiration rate, and other) and frequency of measurement.

Heat illness monitoring will be conducted by the SSC or his/her designee when work conditions warrant implementation of a work/rest schedule based on temperature conditions and PPE requirements associated with project activities. Monitoring will be conducted as follows:

- Heart Rate: Count the radial (wrist) pulse during a 30-second period as early as possible in the rest period; if heart rate exceeds 110 beats per minute at the beginning of the rest period, shorten the next work cycle by one-third without changing the rest period.
 - If the heart rate still exceeds 110 beats per minute at the next period, shorten the following work cycle by one-third.
- Body Temperature: If body temperature exceeds 99.6 degrees Fahrenheit (°F) (37.6 degrees Celsius [°C]), shorten the next work cycle by one-third without changing the rest period. If body temperature still exceeds 99.6 °F at the beginning of the next rest period, shorten the following work cycle by one-third. Do not permit a worker to wear impermeable PPE when his or her body temperature exceeds 100.6 °F (38.1 °C). Use any of the following thermometers:



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- Oral Thermometer – Use a clinical thermometer (3 minutes under the tongue) to measure the oral temperature at the end of the work period.
- Tympanic (ear) Thermometer
- Temporal (swipe) Thermometer


The SSC will document throughout the entire work shift results of heat illness monitoring for each team member participating in work activities.

8.0 EXTREME CONDITIONS

Extra Measures During Heat Waves

Extreme environmental conditions during a heat wave can cause an employee's physical and mental conditions to change rapidly into a serious medical condition. Workers previously fully acclimatized are at risk for heat illness during a heat wave because during a heat wave, the body does not have enough time to adjust to a sudden, abnormally high temperature or other extreme conditions. The onset of heat illness may be confused with other problems and may not always be obvious before it becomes life-threatening. Therefore, the following extra measures may be required to prevent and/or respond to heat illness.

- **Alertness to the Weather** – Make sure to monitor the weather and the specific locations where work activities are occurring. Continue to stay updated throughout the work shift on the changing air temperatures and other environmental factors. Use current weather information to make the appropriate adjustments in work activities throughout the workday.
- **Extra Vigilance** – Apply real-time communication and the “Buddy System” to account for the whereabouts of employees at more frequent intervals throughout the work shift and at the end of the work shift.
- **Additional Water Consumption** – Encourage employees to drink small quantities of water more frequently, and have effective replenishment measures in place for provision of extra drinking water to ensure available supplies.

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- **Additional Cooling Measures** – Other alternative cooling measures may be necessary in addition to shade (e.g., allowing employees to spend time in air conditioned places or having them spray themselves with water).
- **Additional and/or Longer Rest Breaks** – Allowing employees to take more frequent and longer breaks may be necessary.
- **Change of Work Scheduling and Assignments** – One or more of the following additional measures may be necessary:
 - Start the work shift earlier in the day or later in the evening.
 - Cut work shifts short or stop work altogether.
 - Bring in more personnel to accommodate longer, more frequent breaks as necessary to meet production requirements.
 - Reduce the severity of work by scheduling slower paced, less physically demanding work during the hot parts of the day, and the heaviest work activities during the cooler parts of the day (early morning or evening).

9.0 Establish Emergency Response

Specific procedures to be followed for heat related emergency response shall be established and documented in the HASP.

10.0 Variation to the Heat Illness Prevention and Monitoring Program

Before deviation from the requirements of this document, a designated manager shall authorize the variation. The exception process does not need to be followed for variations that impose more stringent requirements than those outlined in this document.

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11.0 Disclaimer

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Biological hazards, or “biohazards,” include plants, animals or their products, and parasitic or infectious agents that may present potential risks to worker health. This safe work practice (SWP) discusses procedures for working with biohazards, preventive guidelines, and first-aid procedures for the most common hazards field staff are likely to encounter. This SWP does not address biohazards such as those associated with medical waste. Procedures for working with this type of biohazard should be addressed in the site-specific health and safety plan (HASP), construction health and safety plan (C-HASP), job safety analyses (JSAs), activity hazard analyses (AHAs), or other health and safety project planning documents on a case-by-case basis.

During preparation for site work, the document preparer should consider which plants, animals, and other biological agents may be encountered; assess their potential risk to project personnel; and attach this SWP to the document if necessary. Office health and safety representatives should become familiar with biological hazards indigenous to the geographical area in which most of their office personnel work and assist in evaluating the risks to personnel on projects staffed from their offices. SWPs for insects, snakes, animals, plants, waterborne pathogens (giardia), and hantavirus are provided below.

1.0 INSECTS

SWPs for reducing the chance of insect bites or stings and for treating bites or stings are listed below.

- Workers should keep as much skin area covered as possible by wearing long-sleeved shirts, long pants, and a hat. Pant legs should be tucked into socks or boots and shirts into pants. In addition, workers should wear light colored clothing.
- A proven insect repellent should be used on bare skin and clothing.
- When possible, tall grasses and brush that could harbor ticks should be avoided.
- Several times during the day and at the end of the work day, each worker should perform a check for evidence of imbedded ticks or previous bites. Particular attention should be paid to the scalp, neck, ankles, back of the legs, and waist.

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- When opening well covers, vaults, or other closed items, workers should watch for hornet or wasp nests and black widow or brown recluse spiders. Workers should never reach into spaces with unprotected arms.
- Workers should watch carefully for bees around open soft drinks or food.
- If a worker is stung by a bee, the stinger should be carefully removed, if present. The wound should be washed and a cold pack applied. Allergic reaction should be watched for and is evidenced by extreme swelling, redness, pain, or difficulty breathing.
- If a worker is stung or bit by a spider or scorpion, medical attention should be obtained immediately.

2.0 SNAKES

SWPs for encounters with snakes and for treating snakebites are listed below.

- Workers should avoid walking in areas known to harbor snakes. Workers should be cautious when picking up or moving items that have been on the ground.
- Workers should wear boots made of heavy material that protect the ankles and pants. Heavy work gloves should be worn for picking up items.
- If one snake is encountered, others may be present. Workers should leave the area by retracing their steps.
- If a worker is bitten, the wound should be washed and the injured area immobilized and kept lower than the heart, if possible. Ice or a tourniquet should not be applied to a snake bite. The wound should not be cut. If medical care is more than 30 minutes away from a work site, a snakebite kit should be available on site and workers should know how to use it.

3.0 ANIMALS

SWPs for encounters with animals and for treating associated wounds are listed below.

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- If workers encounter a wild animal, the animal should be observed for unusual behavior such as a nocturnal animal out during the day, drooling, an appearance of partial paralysis, irritability, meanness, or a strangely quiet demeanor.
- Workers should never touch the body of a dead animal because certain diseases could be carried by fleas still on the body.
- Workers should avoid animal droppings (including bird droppings). Pathogens, some of which can become airborne, may still be present in the droppings.
- If a worker is bitten, he or she should get away from the animal to avoid further bites. Workers should not try to stop, hold, or catch the animal.
- If the wound is minor, it should be washed with soap and water. Any bleeding should then be controlled, and an antibiotic ointment and dressing should be applied. All animal bite wounds should be watched for signs of infection.
- If the wound is bleeding seriously, the bleeding should be controlled but the wound should not be cleaned. Medical assistance should be summoned immediately.
- If a rabid animal is suspected, immediate medical attention should be summoned. If possible, workers should try to remember what the rabid animal looked like and the area in which it was last seen. The animal should be reported by calling the local emergency number.

4.0 PLANTS

SWPs for plants are as follows:

- Workers should be aware of the types and appearances of poisonous plants in the work site area. Poison ivy, oak, and sumac are the most frequently encountered plants that can cause reaction from casual contact. If a worker is extremely sensitive to these plants, he or she should avoid the area entirely because airborne drift could be sufficient to cause a reaction. Other plants, such as fireweed, can cause painful, short-term irritation and should be avoided as well. Workers should avoid touching face and eye areas after contact with any suspicious plant.



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- Workers should wear proper clothing if working in or near overgrown areas. Disposable outerwear should be used, if necessary, and workers should not touch the material with bare hands during removal if the outerwear may have contacted poisonous plants.
- If contact with a poisonous plant has occurred, the affected area should be immediately washed thoroughly with soap and water. If a rash or weeping sore has already begun to develop, a paste of baking soda and water should be applied to the area several times a day to reduce discomfort. Lotions such as Calamine or Caladryl should be applied to help soothe the area. If the condition gets worse and affects large areas of the body or the face, a doctor should be consulted.
- Bushy and wooded areas should be thoroughly checked for thorn-bearing trees, brush, and bramble. In some cases, impalement can cause severe pain or infection.

5.0 WATERBORNE PATHOGENS-GIARDIA

Giardia is a waterborne pathogen consisting of a protoplasmic parasite of the mammalian digestive tract. Giardia is present worldwide, with the highest occurrence in areas with poor sanitation. In the United States, most reported cases are in mountainous regions where drinking water is obtained from streams and is unfiltered or untreated.

Giardia is contracted by ingesting water contaminated with giardia cysts in the dormant state. Giardia parasites can only thrive in the digestive tracts of mammals. Dormant giardia organisms enter water through the feces of infected animals or humans. Giardia symptoms include severe diarrhea and upset stomach. Some people are asymptomatic but can transmit the disease to others. Medical treatment of giardia can be difficult and unpleasant; therefore, prevention is critical. Precautions for preventing exposure to giardia are listed below.

- Workers should assume that all fresh water streams are infected with the giardia organism and not drink any untreated water.
- Team members collecting sediment and water samples from streams should wash their hands thoroughly with soap and water after collecting the samples.

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- Giardia parasites are relatively easy to destroy or filter. Water should be treated for drinking or cooking with iodine or another recommended giardia treatment before use.

6.0 HANTAVIRUS

Hantavirus pulmonary syndrome (HPS) is a potentially fatal infection caused by a rodent-borne hantavirus. HPS begins with a brief illness most commonly characterized by fever, muscle pain, headache, coughing, and nausea or vomiting. Other early symptoms include chills, diarrhea, shortness of breath, abdominal pain, and dizziness. In the first identified cases of HPS, this stage of the infection lasted 2 to 5 days before victims were hospitalized. Typically, by the time of hospitalization, victims were found to have tachycardia (a heart rate of greater than 100 beats per minute) and tachypnea (a breathing rate of greater than 20 breaths per minute). Fever was also common. In most cases, death occurred within 2 to 16 days of the onset of symptoms, and victims exhibited pulmonary edema and severe hypotension.

Currently, experts believe that HPS is spread by the deer mouse (*Peromyscus maniculatus*). Though the deer mouse has been found to be the primary host of hantavirus, several other rodent species have also tested positive for the virus. Pinon mice (*Peromyscus truei*), brush mice (*Peromyscus boylii*), and western chipmunks (*Tamia spp.*) are also likely to carry the virus. Also, cases of HPS have been reported in areas of the United States where these particular rodents are not indigenous.

Infected rodents shed the virus in their urine, feces, and saliva. Humans can be exposed to the virus through (1) inhalation of suspended rodent excreta or dust particles containing rodent excreta, (2) introduction of rodent excreta into the eyes or broken skin, and (3) ingestion of food or water contaminated by rodent excreta. HPS has a reported mortality rate of 55 percent. Transmission of hantavirus from infected individuals to healthy persons has not been documented.

Prevention of HPS infection is essential because no known antidote and no specific treatment exists for treating HPS. Therefore, employees should practice risk reduction and control measures. Guidelines for workers in locations that may have rodent infestations or habitats are listed below.

- The best approach for HPS control and prevention is through environmental hygiene practices that deter rodents from colonizing the work environment.

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- Information about the symptoms of HPS and detailed guidance on preventive measures should be provided to all employees assigned to field activities.
- Medical attention should be sought immediately for workers who develop a febrile or respiratory illness within 45 days of the last potential exposure to rodents. Attending physicians should be advised of each worker's potential for occupational exposure to hantavirus. Physicians should contact local health authorities promptly if hantavirus-associated illness is suspected. A blood sample should be obtained from the affected worker and forwarded with the baseline serum sample through the state health department to the Centers for Disease Control and Prevention for hantavirus antibody testing.
- Respiratory protective equipment should be worn when handling rodents, when removing rodents from traps, and when working in areas with evidence of rodent droppings or hair. Respiratory protective equipment should include, at a minimum, a half-face air-purifying respirator (APR) or powered APR equipped with a high-efficiency particulate air (HEPA) filter (P100). Full-face regulators may be needed under some circumstances. Respiratory protective equipment should be used in accordance with Occupational Safety and Health Administration regulations.
- Dermal protection should be worn when handling rodents or traps containing rodents, or if contact with contaminated surfaces could occur. Dermal protection should include rubber or plastic gloves that should be washed and disinfected before removal.
- A trap contaminated with rodent urine or feces or in which a rodent was captured should be disinfected with a commercial disinfectant or a 0.4 percent bleach solution. A dead rodent should be disposed of by placing the carcass in a plastic bag containing enough general-purpose household disinfectant to thoroughly wet the carcass. The bag should be sealed and disposed of by burning or by burying it in a 2- to 3-foot-deep hole. Local and state health departments can also provide appropriate disposal methods.

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To prevent injuries and adverse health effects, the following general safe work practices (SWP) are to be followed when lifting and carrying while in an office or field environment. These SWPs establish a pattern of general precautions and measures for reducing risks associated with back injury and trauma associated with improper lifting and carrying of heavy objects. This list is not inclusive and may be amended as necessary.

- First, inspect the area where the load will be lifted, transported, and then deposited. Remove any obstacles that could present a tripping or other hazard.
- Perform a "test lift" by slightly pushing or moving the object to gauge your ability to safely lift/move/deposit the item without injuring yourself. IF YOU ARE NOT CONFIDENT THAT YOU CAN MOVE THE OBJECT WITHOUT INJURING YOURSELF - THEN EITHER GET A MECHANICAL LIFTING AID OR GET HELP. DO NOT ATTEMPT TO MOVE THE OBJECT YOURSELF.
- Get as close to the object as you can, and bend at the knees (not at the back).
- Assure that can get a firm grasp on the object.
- Keeping the load as close to you body as possible, lift with your legs, and avoid turning or twisting while lifting, carrying, or depositing the load.
- Carry the object in a manner that it does not obstruct your vision and so that you can maintain a clear line of sight of your path of travel and the area where you will set it down.
- Set the object down using the same techniques as you did in lifting it (don't turn or twist, keep it close to your body, use your legs - not your back).

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TETRA TECH, INC.
PREVENTION of SUN EXPOSURE

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By far, the most common cause of skin cancer is overexposure to the sun. Ninety percent of all skin cancers occur on parts of the body that not usually covered by clothing. People who sunburn easily, and those with fair skin and red or blond hair are more prone to develop skin cancer. The amount of time spent in the sun also affects a person's risk of skin cancer. Premature aging of the skin also occurs with prolonged sun exposure. Tetra Tech encourages personnel to avoid prolonged exposure to the sun, and recommends the following:

- Sunburn can occur during any time of the year. To avoid sunburn, wear hats with wide brims.
- Use sunscreen with a Sun Protective Factor (SPF) rating of 15 or higher.
- To prevent skin cancer:
 - Cover up with a wide brimmed hat and a bandanna for your neck. Wear long-sleeved shirts and pants which the sun cannot penetrate.
 - Use sunscreens to help prevent skin cancer as well as premature aging of your skin. Use a Sun Protective Factor (SPF) rating of 15 or higher.
 - Apply sunscreen at least an hour before going into the sun and again after swimming or perspiring a lot.
 - Do not use indoor sun lamps, tanning salons/parlors, or tanning pills.
- You can still get burned on a cloudy day. Try to stay out of the direct sun at midday, because sun rays are their strongest between 10 a.m. and 3 p.m. Beware of high altitudes - where there is less atmosphere to filter out the ultraviolet rays. Skiers should remember that snow reflects the sun's rays, too.
- Know your skin. Whatever your skin type, do a monthly self-examination of your skin to note any moles, blemishes or birthmarks. Check them once a month and if you notice any changes in size, shape or color, or if a sore does not heal, see your physician without delay.

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	<p style="text-align: center;">TETRA TECH, INC. RESPIRATOR CLEANING PROCEDURES</p>	Revision Date: 11/21/2011
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This safe work practice (SWP) provides guidelines for proper and thorough cleaning of respiratory protection equipment. The Occupational Safety and Health Administration (OSHA) regulates the use of respiratory protection for general industry in Title 29 of the *Code of Federal Regulations* (CFR) Part 1910.134, "Respiratory Protection." Appendix B-2 of the standard outlines mandatory requirements for respirator cleaning and is used as the basis for this SWP. This SWP supplements Document Control Number (DCN) 2-6, "Respiratory Protection Program." It provides specific respirator cleaning and disinfection procedures and shall be included as an attachment to the site-specific health and safety plan for projects for which respirator use is planned or is a contingency.

1.0 APPLICABILITY

This SWP shall apply to any project that involves use of respirators with reusable facepieces.

Respirators shall be cleaned and disinfected as discussed below.

- Respirators issued for the exclusive use of an employee shall be cleaned and disinfected as often as necessary to be maintained in a sanitary condition.
- Respirators issued to more than one employee shall be cleaned and disinfected before being worn by different individuals.
- Respirators maintained for emergency use shall be cleaned and disinfected after each use.
- Respirators used in fit testing and training shall be cleaned and disinfected after each use.

2.0 CLEANING AND DISINFECTION PROCEDURES


Mandatory respirator cleaning procedures as defined in 29 CFR Part 1910.134, Appendix B-2, are listed below. All wash and rinse water should be warm, with a maximum temperature of 110 °F (43 °C).

1. Remove filters, cartridges, or canisters. Disassemble facepieces by removing speaking diaphragms, demand and pressure-demand valve assemblies, hoses, and any other components as recommended by the manufacturer. Discard or repair any defective parts.

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2. Wash components in warm water with a mild detergent or with a cleaner recommended by the manufacturer. A stiff bristle (not wire) brush may be used to facilitate the removal of dirt.
3. Rinse components thoroughly in clean, warm, preferably running water. Drain all components.
4. When the cleaner does not contain a disinfecting agent, respirator components should be immersed for 2 minutes in one of the following:
 - Hypochlorite solution [50 parts per million (ppm) of chlorine] made by adding approximately one milliliter of laundry bleach to 1 liter of warm water
 - Aqueous solution of iodine [50 ppm iodine made by adding approximately 0.8 milliliter of tincture of iodine (6 to 8 grams ammonium and/or potassium iodide per 100 cubic centimeters of 45 percent alcohol) to 1 liter of warm water]
 - Other commercially available cleansers of equivalent disinfectant quality when used as directed if their use is recommended or approved by the respirator manufacturer
5. Rinse components thoroughly in clean, warm, preferably running water. Drain all components. The importance of thorough rinsing cannot be over emphasized. Detergents or disinfectants that dry on facepieces may cause dermatitis. In addition, some disinfectants may cause deterioration of rubber or corrosion of metal parts if not completely removed.
6. Components should be air-dried or hand-dried with a clean, lint-free cloth.
7. Reassemble the facepiece. Replace filters, cartridges, and canisters prior to next use.
8. Test the respirator to ensure that all components work properly.
9. Place the respirator in a clean bag and seal for storage.


Depending on work conditions, respirator facial sealing surfaces may need periodic cleaning during the course of daily use. Cleaning of the facial sealing surface during work breaks can reduce the chance of facial irritation caused by sweat, natural skin oil, or irritating materials that may have deposited on the facepiece. Facial sealing surfaces can be cleaned using disinfectant

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wipes soaked in isopropyl alcohol or benzalkonium chloride. After use of the disinfectant wipe, the sealing surface should air dry or be dried thoroughly using paper towels or tissues.

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	<p style="text-align: center;">TETRA TECH, INC.</p> <p style="text-align: center;">GENERAL SAFE WORK PRACTICES for USE OF AIR PURIFYING RESPIRATORS</p>	Revision Date: 11/22/2011
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This safe work practice (SWP) was developed to ensure the proper use of respirators in routine and foreseeable emergency situations. The SWP supplements Document Control No. 2-6, "Respiratory Protection Program." This SWP shall be included as an attachment to the site-specific health and safety plan (HASP) for projects for which respirator use is planned or is a contingency.


1.0 APPLICABILITY

This SWP shall apply to any project that involves use of air purifying respirators and shall not be used for situations involving the use of supplied air systems such as self-contained breathing apparatuses and air-line apparatuses.

2.0 ROUTINE RESPIRATOR USE PROCEDURES

The procedures below apply to the routine use of air purifying respirators:

- Respirators shall not be issued to or worn by individuals when conditions prevent valve function or a good facial seal. These conditions may include but are not limited to facial hair, such as the growth of beard, sideburns, or excessive mustaches, and possibly the wearing of corrective eyeglasses.
- If spectacles, goggles, face shields, or welding helmets must be worn with a facepiece, they will be worn so as not to adversely affect the seal of the facepiece to the face.
- For all tight-fitting respirators, a positive and negative pressure seal check shall be performed each time the respirator is donned. Seal checks shall be performed as follow:
 - *Negative pressure check:* Close off the inlet opening of the canister or cartridge(s) by covering it with the palm of the hand(s), inhale gently so that the facepiece collapses slightly, and hold the breath for 10 seconds. If the facepiece remains in its slightly collapsed condition and no inward leakage of air is detected, the tightness of the respirator is satisfactory.
 - *Positive pressure check:* Close off the exhalation valve and exhale gently into the facepiece. The face fit is considered satisfactory if a slight positive pressure can be built up inside the facepiece without any evidence of outward leakage of air at the seal. The exhalation valve cover may have to be removed to perform this procedure.

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- *Manufacturer's recommended seal check:* If the respirator manufacturer recommends specific procedures for performing a user seal check, these procedures may be used instead of the negative and positive pressure checks.
- Work areas must be monitored for conditions that may adversely affect the effectiveness of respiratory protection. Employees may leave the work area where respirators are required under the following conditions:
 - To wash the face and respirator facepieces as necessary to prevent eye or skin irritation;
 - If vapor or gas breakthrough, changes in breathing resistance, or leakage of the facepiece is detected;
 - To replace the respirator or the filter, cartridge, or canister elements;
 - If established monitoring instrument action levels are exceeded; or
 - For any other criteria as established in a site-specific health and safety plan (HASP), construction health and safety plan (C-HASP), job hazard analysis (JHA), job safety analysis (JSA), work permit or other site-specific health and safety document.

3.0 RESPIRATOR USE DURING EMERGENCY SITUATIONS

Emergency situations may arise during the wearing of respiratory protection. These situations could include medical emergency, respirator failure, fire, chemical spills or leaks, and other events that pose an immediate risk. Procedures for respirator use during emergency situations are summarized below.

- When an emergency situation arises that creates or has the potential to create immediately dangerous to life and health (IDLH) conditions, the work environment shall be evacuated immediately and shall not be reentered by employees without suitable protective gear.
- Work environments with the potential for the development of atmospheres that may present IDLH conditions shall only be entered by employees using the buddy system.



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- When an emergency situation arises that includes physical hazards that may interfere with the proper use of respiratory protection, the work environment shall be evacuated.
- Under no circumstances shall respirator users remove facepieces in hazardous atmospheres. In the event of respirator malfunction, users should leave the hazardous environment immediately and proceed to a known safe location before removal of the facepiece.
- Episodes of respirator failure shall be thoroughly investigated before work activities begin again. The investigation shall include re-evaluation of work area atmospheric conditions, review of the respirator selection criteria and service life calculations, and an evaluation of the working conditions under which respirator failure occurred.

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	TETRA TECH, INC. RESPIRATOR QUALITATIVE FIT TEST PROCEDURES	Revision Date: 12/7/2011
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The safe work practice (SWP) addresses the need for proper and thorough procedures for qualitative fit testing of respirators. The Occupational Safety and Health Administration (OSHA) regulates general industrial use of respiratory protection under Title 29 of the *Code of Federal Regulations* (CFR), Part 1910.134. Appendix A of the standard outlines mandatory procedures to use for both qualitative fit tests (QLFT) and quantitative fit tests (QNFT). This SWP was written in accordance with the requirements of Appendix A for QLFTs. This SWP must be used in conjunction with the Tetra Tech, Inc. (Tetra Tech), "Respiratory Protection Program," Document Control Number (DCN) 2-6.

The following sections describe the SWP's applicability, qualifications of fit testers, and fit testing procedures for use during QLFTs.

1.0 APPLICABILITY

This SWP applies to all Tetra Tech employees who use respirators on the job and to employees who conduct any fit testing. In addition, when a Tetra Tech company or office uses an outside service to perform fit testing, the organization conducting the fit testing shall meet the minimum requirements for QLFT and QNFT procedures specified in Appendix A of the standard.

Respirator fit testing shall be conducted at the following intervals:

- Prior to initial use of a respirator;
- Whenever a different respirator facepiece (size, style, model, or make) is used;
- At least annually thereafter; or
- After any reported or observed changes in an employee's physical condition that could affect respirator fit. This includes but is not limited to, facial scarring, dental changes, cosmetic surgery, or an obvious change in body weight.

If an employee notices that the fit of a respirator has become unacceptable, he or she will be given an opportunity to select another respirator facepiece.

2.0 QUALIFICATION OF FIT TESTERS

Tetra Tech employees who conduct QLFTs must demonstrate sufficient understanding and expertise in the required testing procedures. Fit testers shall qualify through appropriate education,

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experience, or both. Qualifications of fit testers shall be determined on a case-by-case basis by operating unit health and safety managers (HSMs) based on the fit tester's demonstrated knowledge of OSHA-mandated fit test procedures and performance of a simulated fit test. The HSM must ensure that persons administering fit tests are able to prepare test solutions, calibrate and operate equipment, perform tests properly, recognize invalid tests, and ensure that test equipment is in proper working order. The fit tester must also demonstrate how to clean and maintain equipment to operate within the parameters for which it was designed.

3.0 FIT TESTING PROCEDURES

Appendix A of 29 CFR 1910.134 provides instruction for five OSHA-accepted QLFT procedures. Tetra Tech has selected two of these procedures for its fit-test program. The sections below describe general requirements that must be followed during all fit tests and for any fit test method used. The Both Bitrex™ QLFT protocol is discussed below.

3.1 General Requirements

QLFTs must be conducted in accordance with the general requirements discussed below.

- The test subject shall be shown how to put on a respirator, position it on the face, set strap tension, and determine an acceptable fit. A mirror shall be available to assist the subject in evaluating the fit and positioning the facepiece.
- The test subject must be allowed to choose from a sufficient selection of models and sizes to identify a respirator that fits correctly and is comfortable. The subject shall be informed that he or she is being asked to select the respirator that provides the most acceptable fit. The subject shall be asked to hold each chosen facepiece up to the face and eliminate those that obviously do not provide an acceptable fit.
- The subject shall don the most comfortable respirator and wear it for at least 5 minutes to assess comfort. If the subject is not familiar with a particular respirator, the subject shall be directed to don the mask several times and to adjust the straps each time to become adept at setting proper strap tension.
- The tester shall review the following points with the subject and allow the subject adequate time to determine the comfort of the respirator:
 - Position of the mask on the nose

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- Room for eye protection
- Ability to talk
- Position of the mask on the face and cheeks
- The following criteria shall be used to help determine the adequacy of the respirator fit:
 - Chin properly placed
 - Adequate strap tension (not overly tight)
 - Fit across nose bridge
 - Proper size to span distance from nose to chin
 - Tendency of respirator to slip
 - Self-observation in a mirror to evaluate fit and respirator position
- The subject shall conduct a user seal check using the negative- and positive-pressure seal check procedures described in Appendix A of this SWP. Before conducting the check, the subject shall be instructed to seat the mask on the face by moving the head from side to side and up and down slowly while taking a few slow, deep breaths. If the seal checks fail, the subject shall choose another facepiece.
- Seal checks and fit testing shall not be conducted if there is any facial hair growth such as stubble beard growth, beard, mustache, or sideburns that interferes with the facepiece sealing surface. Any interfering apparel shall be altered or removed.
- If the subject experiences difficulty in breathing during testing, the testing shall stop immediately and he or she shall be referred to a company physician for assessment.
- If the subject finds the fit of the respirator unacceptable, the subject shall be given the opportunity to select a different respirator and to be retested.
- Prior to commencement of the fit test, the subject shall be given a written description of the respirator user seal check procedures (see Appendix A) and exercises to perform during the testing. Exercises and a prepared text to be read during the test are included in Appendix B of this SWP.

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- All exercises in Appendix B must be performed for all QLFT methods.


3.2 BITREX™ Solution Qualitative Fit Test Protocol

Bitrex™ solution (denatonium benzoate) is a taste aversion agent. To conduct a QLFT using Bitrex™, the test subject must first pass a taste threshold screening. The entire procedure must be explained to the test subject before the screening is conducted. The sections below describe taste threshold screening and fit test procedures. Particulate filters (cartridges) are used during this test.

3.2.1 Taste Threshold Screening

The taste threshold screening is intended to determine whether the individual tested can detect the taste of Bitrex™. The procedures below shall be used for the taste screening.

- Prior to testing, the tester shall prepare a quantity of threshold check solution by adding 13.5 milligrams (mg) of Bitrex™ to 100 milliliters (mL) of 5 percent salt solution in distilled water. A nebulizer for taste screening shall be clearly marked to distinguish it from the fit test solution nebulizer. The taste screening nebulizer shall be thoroughly rinsed in water, shaken to dry, and refilled at least each morning and afternoon or at least every 4 hours.
- During the taste screening as well as during the fit testing, subjects shall wear an enclosure around the head and shoulders that is approximately 12 inches in diameter by 14 inches tall. The front portion of the enclosure shall be clear from the respirator and allow free movement of the head when a respirator is worn. An enclosure substantially similar to the 3M hood assembly, parts #14 and #15 combined, is adequate.
- The test enclosure shall have a 0.75-inch hole in front of the test subject's nose and mouth area to accommodate the nebulizer nozzle.
- The test subject shall don the test enclosure. Throughout the threshold screening test, the test subject shall breathe through his or her slightly open mouth with tongue extended. The subject is instructed to report when he or she detects a bitter taste.
- Using a DeVilbiss Model 40 Inhalation Medication Nebulizer or equivalent, the test conductor shall spray the threshold check solution into the enclosure. To produce the aerosol, the nebulizer bulb is firmly squeezed so that the bulb collapses completely. The bulb is then

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released and allowed to fully expand. Correct use of the nebulizer means that approximately 1 mL of liquid is used at a time in the nebulizer body.

- The nebulizer should be rapidly squeezed 10 times and then the test subject is asked whether the Bitrex™ solution can be tasted. If the subject reports tasting the bitter taste during the 10 squeezes, the screening test is complete. The taste threshold is noted as 10 regardless of the number of squeezes actually completed.
- If the first response is negative, the nebulizer is rapidly squeezed 10 more times and the test subject is again asked whether the Bitrex™ solution is tasted. If the test subject reports tasting the bitter taste during the second 10 squeezes, the screening test is completed. The taste threshold is noted as 20 regardless of the number of squeezes actually completed.
- If the second response is negative, the nebulizer is rapidly squeezed 10 more times and the test subject is again asked whether the Bitrex™ solution is tasted. If the test subject reports tasting the bitter taste during the third 10 squeezes, the screening test is completed. The taste threshold is noted as 30 regardless of the number of squeezes actually completed.
- If the Bitrex™ solution is not tasted after 30 squeezes, the test subject is unable to taste the Bitrex™ solution and cannot be fit tested using the Bitrex™ solution test.
- The tester will note the number of squeezes required to solicit a taste response. When a taste response has been elicited, the test subject shall be asked to note the taste for reference in the fit test.

3.2.2 Bitrex™ Solution Fit Test Procedures

The procedures below must be followed to conduct the actual Bitrex™ solution fit test:

- A fit test solution is prepared by adding 337.5 mg of Bitrex™ to 200 mL of a 5 percent salt solution in warm water. A second nebulizer dedicated to fit testing shall be clearly marked to distinguish it from the taste screening solution nebulizer. The nebulizer shall be thoroughly rinsed in water, shaken to dry, and refilled at least each morning and afternoon or at least every 4 hours.
- The test subject shall be instructed not to eat, drink, smoke, or chew gum for 15 minutes before the test.

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- The person being fit tested shall don the respirator without assistance and perform the required user seal check (see Appendix A).
- The fit test uses the same enclosure described for taste threshold screening in Section 3.2.1. The test subject shall don the enclosure while wearing the respirator selected as described in the general requirements in Section 3.1. The respirator shall be properly adjusted and equipped with particulate filter(s).
- As before, the test subject shall breathe through his or her slightly opened mouth with tongue extended, and shall be instructed to report if he or she tastes the bitter taste of Bitrex™
- The nebulizer is inserted into the hole in front of the enclosure, and an initial concentration of the fit test solution is sprayed into the enclosure using the same number of squeezes (either 10, 20, or 30) based on the number of squeezes required to elicit taste response noted during the screening test.
- After generating the aerosol, the test subject shall be instructed to perform the test exercises provided in Appendix B.
- Every 30 seconds, the aerosol concentration shall be replenished using one half the number of squeezes used initially (such as 5, 10, or 15).
- The test subject shall indicate to the tester if at any time during the fit test the taste of Bitrex™ solution is detected. If the test subject does not report tasting the Bitrex™ solution, the test is passed.
- If the taste of Bitrex™ solution is detected, the fit is deemed unsatisfactory and the test is failed. A different respirator shall be tried, and the entire test procedure (screening and test) is repeated.

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APPENDIX A

RESPIRATOR USER SEAL CHECK PROCEDURES

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RESPIRATOR USER SEAL CHECK PROCEDURE

Individuals using tight-fitting respirators must perform a user seal check each time a respirator is put on to ensure that an adequate seal is achieved. Two methods are available for use; one is the positive- and negative-pressure check and the other is the respirator manufacturer's method. Either the positive- and negative-pressure checks described below may be used or, if a manufacturer of a particular respirator brand has developed its own recommended seal check method, that method may be used in place of the negative- and positive-pressure seal checks. User seal checks are not a substitute for qualitative or quantitative fit tests. The user check procedures described below are as described in the mandatory Appendix B-1 of Title 29 of the *Code of Federal Regulations*, Part 1910.134.

- **Positive-Pressure Check**

Close off the exhalation valve and exhale gently into the facepiece. The face fit is considered satisfactory if a slight positive pressure can be built up inside the facepiece without any evidence of outward leakage of air at the seal. For most respirators, this method of leak testing requires the wearer to first remove the exhalation valve cover before closing off the exhalation valve and then carefully replace it after the test.

- **Negative-Pressure Check**

Close off the inlet opening(s) of the canister or cartridge(s) by covering the opening with the palm of the hand(s) or by replacing the filter seal(s). Inhale gently so that the facepiece collapses slightly, and hold the breath for 10 seconds. The inlet opening of some cartridges cannot be effectively covered with the palm of the hand. In this case, the test can be performed by covering the inlet opening of the cartridge with a thin latex or nitrile glove. If the facepiece remains in its slightly collapsed condition and no inward leakage of air is detected, the tightness of the respirator is considered satisfactory.

APPENDIX B

RESPIRATOR FIT TEST EXERCISES

RESPIRATOR FIT TEST EXERCISES

Test subjects shall perform the exercises below during fit test process. Prior to the actual fit test, the test subject shall (1) select a suitable and comfortable respirator; (2) don, adjust, and then wear the respirator for 5 minutes to assess comfort; (3) conduct a user seal check in accordance with the procedures outlined in Appendix A, (4) report any difficulties breathing while wearing the respirator, (5) select a different respirator if the fit and level of comfort is unacceptable, and (6) perform the fit test exercises described below in the order listed. The qualitative fit test (QLFT) shall be performed in a test environment.

Test Exercises

Each exercise below shall be conducted for 1 minute. During testing, the subject will be questioned and observed to determine if the respirator is comfortable. The respirator shall not be adjusted during the fit testing procedure. Any adjustment voids the test, and the test must be repeated from the beginning.

1. **Normal breathing.** In a normal standing position without talking, breathe normally.
2. **Deep breathing.** In a normal standing position, breathe slowly and deeply. Be careful not to hyperventilate.
3. **Turning head from side to side.** Standing in place, slowly turn the head from side to side between the extreme positions on each side. Hold the head at each extreme momentarily and inhale at each side.
4. **Moving head up and down.** Standing in place, slowly move the head up and down. Inhale in the up position (such as when looking toward the ceiling).
5. **Talking.** Talk out loud slowly and loud enough to be heard clearly by the fit tester. Read the entire "Rainbow Passage" on the next page.
6. **Bending over.** Bend at the waist as if to touch the toes.
7. **Normal breathing.** Complete the same exercise as item 1 above.

After these test exercises are completed, the tester shall ask the test subject about the comfort of the respirator. If the respirator is uncomfortable, another respirator shall be tried and the fit test, as well as user check and screening procedures, will be repeated.

RAINBOW PASSAGE

“When the sunlight strikes raindrops in the air, they act like a prism and form a rainbow. The rainbow is a division of white light into many beautiful colors. These take the shape of a long round arch, with its path high above, and its two ends apparently beyond the horizon. There is, according to legend, a boiling pot of gold at one end. People look, but no one ever finds it. When a man looks for something beyond reach, his friends say he is looking for the pot of gold at the end of the rainbow.”

Source: Appendix A of Title 29 of the *Code of Federal Regulations*, Part 1910.134